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Alabama College

The State College for Women

SPECIAL BULLETIN

A Study of Employability of Women in Alabama

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Montevallo, Alabama

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A Study of the Employability of Women in Alabama

1929-1935

A Study Conducted by the National Federation of Business and Professional Women's Clubs, Inc.,

and

The Alabama Federation of Business and Professional Women's Clubs, in Collaboration with

ALABAMA COLLEGE,
Montevallo, Alabama

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PREFACE

"A Study of the Employability of Women" has been accomplished through the cooperative efforts of the National Federation of Business and Professional Women's Clubs, Inc., the Alabama Federation of Business and Professional Women's Clubs, and Alabama College.

Our first appreciation goes to the National Federation. Since 1919 this organization has been endeavoring to make "Better Business Women for a Better Business World." In 1931 the Federation passed a resolution pointing out the fact that there was a widespread discrimination against women in governmental and civil service, as well as in business and professions, and urged "that human services be judged on merits only, regardless of sex and marital status." An appropriation was made to investigate this discrimination. Throughout the succeeding years, with keener acumen and increased appropriations, the Federation has continued to study the changing patterns in occupations for women.

In 1934 the Alabama Federation of Business and Professional Women's Clubs adopted as one of its state-wide projects "A Study of the Employability of Women of Alabama." Dr. Hallie Farmer became interested in this project and through her influence, Dr. O. C. Carmichael, former President of Alabama College, Dr. Arthur Fort Harman, President of Alabama College, and Dr. T. H. Napier, Dean of Alabama College, have given their hearty cooperation.

Especially are we indebted to Mrs. Geline MacDonald Bowman, National President, for her encouragement and for securing for us the services of Dr. Iva Lowther Peters, Chairman of Committee on the Employability of Women of The National Federation of Business and Professional Women's Clubs, Inc., who has directed the study.

Deep gratitude goes to Dr. Minnie L. Steckel who has made the analysis and interpretation of the data, and to Alabama College for many months of clerical work, and for editing and publishing the study.

Real appreciation is due the sixteen Business and Professional Women's Clubs in Alabama who participated in this study and to the 460 persons who painstakingly filled in the questionnaire and gave time to a vocational interview.

ETHEL E. RAMAGE, *President,*
Alabama Federation Business and Professional Women's Clubs.

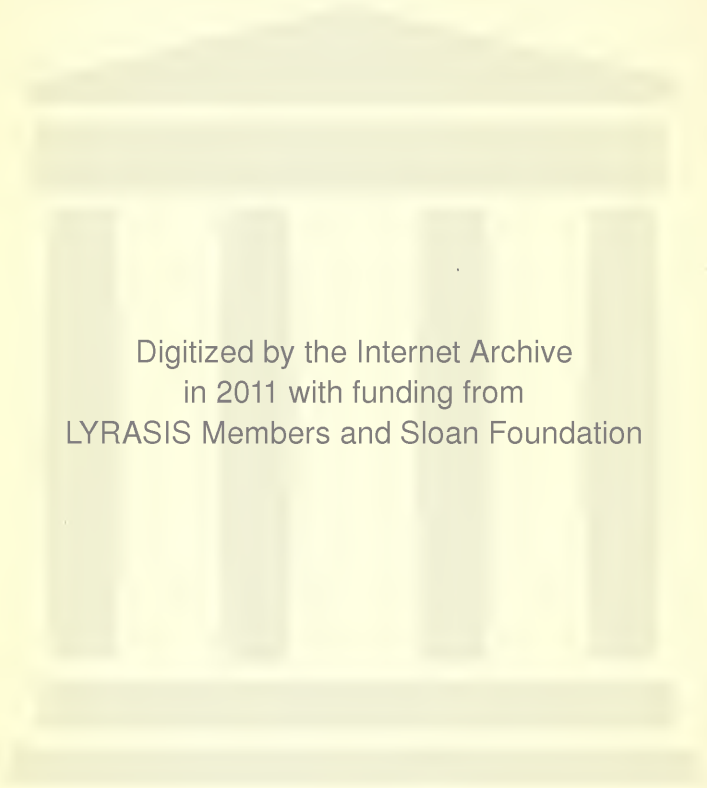
FOREWORD

Alabama College, The State College for Women, accepts as its prime responsibility the education of young women who are regularly matriculated for instruction on the College campus. Education, however, is the more successfully achieved in larger and more effective spheres of influence than mere isolated instruction. The tremendous value and the indispensability of learning to be acquired on the college campus cannot be overestimated, but the realization of the ideals prevailing on this campus depends upon the personalities and the work of women whose broad bases of knowledge provide the foundation for liberal mindedness, hopefulness, and self-assurance, wherever their lines may fall.

Great though the on-campus work of the College is and proud though we are of that certain exclusiveness of culture and idealism for which we consistently strive, the College accepts cheerfully its responsibility for the welfare of women at every stage and station of life. The College therefore places its resources at the command of the State, of which it is an arm. It lends its every interest, effort, and ability to the advancement of education in all parts of the State.

In line with its policy of devotion to a highly and happily conceived program of education and of service to the State whenever and wherever the opportunity may arise the College has co-operated with the National Federation of Business and Professional Women's Clubs and with the Alabama State Federation in the preparation of this bulletin on the Employability of Women in Alabama. It has been authorized and prepared in the hope that it may be of assistance to women who desire to broaden and strengthen their knowledge of practical affairs and to make themselves more useful entities of a functioning society.

ARTHUR FORT HARMAN, *President.*



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THE STUDY BACKGROUND

By
IVA LOWTHER PETERS, Ph.D.

Director of Research on the Employability of Women
National Federation of Business and Professional Women's Clubs, Inc.

The National Federation of Business and Professional Women's Clubs was organized in 1919 as a direct result of the discovery by the government and the general public of the importance of trained women in the conduct of the World War. It came into being through the financial assistance and good offices of the National Board of the Young Women's Christian Association, following many war-time conferences on ways and means of furthering among women cooperation for public service.

Almost the first corporate act of the Federation was to create a Committee on the Education of Women. Working with Federal bureaus, with the reorganized National Vocational Guidance Association, and with officials of business schools and of technical and commercial high schools, it started an energetic campaign for the improvement of training standards for girls and women in the business world. Through methods with which communities had become familiar during the war, it used to effect its slogans, "A High School Education for Every Business Girl," and "A Better Business Woman for a Better Business World."

Brought by the leaders of its educational program into the circle of projects in educational and vocational guidance receiving attention from colleges and foundations concerned with guidance and related problems, from its early stages the Federation has actively cooperated in promoting the interests of trained women. Through its Education Department there has been administered a national fund for graduate research, the Lena Lake Forrest Fellowship Fund. In the report of President Hoover's Committee on Social Trends it was said of the Federation: "Its researches in the field of vocational aptitudes and pecuniary rewards are important contributions to the existing vocational literature."

On two occasions, in 1926 and 1931, extensive studies of this national organization, whose present membership is made up of 60,000 business and professional women, were carried on in cooperation with research workers in educa-

tional institutions. The first project was with the Bureau of Business Research of the University of Michigan. Two studies begun in 1931 with the aid of the graduate department of social economy and social research of Bryn Mawr College, have been published, one through the Women's Bureau, United States Department of Labor, the other by the publications department of the Federation. The present study is one phase of a group of coordinated activities, representing the approach of the Federation to depression problems of its members, and of all business and professional women.

Supplementing the organization mandate of the Federation, that it take steps to elevate standards for women in business and the professions, was another—that it seek to promote the interests of these women. A study of the published material of the successive administrations and departments, reports for the biennial conventions, and articles in its organ, the INDEPENDENT WOMAN, indicate that it has followed the original purpose quite consistently. But with the onslaught of the economic crisis in the autumn of 1929, the first major breakdown in which women have been found in positions of occupational importance, it was the concensus of opinion of its officers and executive staff, as well as of the delegates to the biennial convention of 1931 in Richmond, Virginia, that a restatement of principles and aims would aid in the maintenance of morale and clarify future objectives.

The summary of aims and purposes as stated in 1931 was presented to the members under the caption, "The Ten Year Objective." It challenged them "to assume leadership in thinking on economic problems and their social implications, with a view toward helping in the establishment through scientific methods of conditions which assure to women—the fullest possible opportunity and reward for the development of whatever capacities they may possess."

Following this restatement of the high purpose of this, the largest group of trained women in the country, the delegates who accepted the objective voted affirmatively on a recommendation that "a special committee be appointed to make a survey and study of the general subject of discriminations against women." This committee was appointed with a small appropriation at its command.*

*For purposes of record of the progress of this special committee into a committee on the study of the employability of women, work-

From the time when a sorely tried and unseasoned people accepted the realities of our economic breakdown, it became apparent that the factor of sex in employment was to come under scrutiny. Women were very recent entrants into many of the occupations in which they were found at the close of the war. The coming of mass production as a characteristic of what economic historians call the Second Industrial Revolution threw an intensity of economic emphasis on women's house gadgets and consumer goods. In the new speeding up of production and consumption of these goods, men accepted with good nature the fact that women were following their gadgets into finance and commerce as well as into the factories where they were made. Women had come into full citizenship in the period of recognition of their war services; but those who recall the history of their fight for education know that the struggle for suffrage and their war contribution were made possible by a century of preparation in the school room and college. Lacking familiarity with this background, with his own job wiped out by the collapse following 1929, a man made desperate by unemployment began to look with hostile eyes on the woman with a job. It was such a situation which members of the Federation brought to their research committee for explanation and advice.

The first steps in the new research program were surveys of the field. A questionnaire was issued in 1932 asking for reports on local discriminations, inquiring particularly about the field of discrimination. While the replies showed the presence of these practices, their extent was not measurable. There was unquestionably great variation among sections and localities, raising suspicion that we were dealing under fear conditions with the phenomena known to

ing with government committees on employment, the immediate steps following its appointment are of interest. The National Research Chairman in 1931 was Dr. Lillian Moller Gilbreth, industrial engineer, under whose supervision the cooperative study with Bryn Mawr College was conducted, 1931-1934. Dr. Gilbreth accepted this new special committee as a subdivision of the Research Committee and requested Dr. Iva Lowther Peters to serve as chairman. Dr. Peters, formerly professor of economics at Goucher College and associated with the Southern Woman's Educational Alliance during its survey of occupations for women in the south, 1924-1926, was in 1931 still director of a financed project for women at Syracuse University, and acting as adviser to the first of the depression studies of the American Woman's Association in New York. As both of these carried budgets for use in women's projects, the modest fund of the Federation's committee lasted until the year 1934-1935, when it was replenished by special action of the Board of Directors in July, 1934.

sociologists as social taboos. Relapses into emotional conditions bring about revivals of habits and attitudes of earlier days. We in America are not far away from pioneer conditions, in which there was a sharp division of labor between men and women. All early observers bore witness to this sex cleavage. Miss Martineau observed it, and was shocked at the unconsciousness of both parties of its social consequences. The nineteenth century writer de Tocqueville contrasted the lot of the unmarried woman and the married woman, the independence of the latter "irrevocably lost," and commented: "Americans have applied to the sexes the great principle of political economy which governs the manufactures of our age, by carefully dividing the duties of man from those of woman." Professor Thomas Woody devoted many pages of his monumental study of the education of women to this social situation. One of the important results of this questionnaire of 1932, numerically insignificant, was to identify cases of the reappearance of these phenomena.

That displacements of women, even when they were the sole or main supports of dependents were occurring, was evident. The official pronouncements of the Federation based on factual evidence were direct. In 1932 the Board of Directors resolved:

> "Under stress of the present business depression there is a widespread tendency to discriminate against the employment of women and otherwise to discourage their advancement in business and the professions.
>
> We therefore wish to reaffirm our stand for economic equality of opportunity for women. . . ."

In July, 1933, at the Biennial Convention held during the Century of Progress Exposition in Chicago, the delegates voted "to stand squarely against all discriminations based on sex and to insist that aptitude, training, and efficiency should be the rods by which business and professional women be measured." At the same time, the convention called the attention of the United States Government to the increase of unemployment among women and of persons from all walks of life on relief; in view of the fact that work relief had been provided for young men, it was requested that the Federal government develop work relief projects for unemployed women.

Again, in July, 1934, at the interim meeting of the Board of Directors, it was announced that "The National Federa-

tion of Business and Professional Women's Clubs, Inc., is prepared to defend the principle of such economic security for men and women as will assure to each individual the safeguards guaranteed by the Contsitution of the United States. . . ."

The Federation, with its contacts and acquaintance with business women in all parts of the United States, both rural and urban, was happily situated to take this advanced position as proponent for working women in the higher occupational ranges. It called the attention of the public to differentials affecting women in the early codes of NRA. Remarkable results came from courteous remonstrance made against private business practices affecting women employees only. Proposals of men's service organizations to follow European renewals of exclusion affecting women were quashed under requests for information. The same sort of inquiry weeded out legislative proposals in many cities and states.*

The more recent studies, based on depression conditions, indicated that over-emphasis had been laid on age, in itself, as a discriminatory factor. Wage studies outside of clerical work and including professional women, showed quite conclusively that earnings rose not alone with education, but in the advancing age-groups.

Reporting in July, 1934, to the Board of Directors at their interim meeting, the chairman of the special committee on discriminations said with approval: "It would seem, therefore, that in the search for sources of discrimination against women, we may now turn elsewhere than to age." It was agreed that in order to facilitate further study an educational bulletin on discriminations and their social and economic significance should be issued for club use.**

In the bulletin as prepared for club use was included an interview schedule covering the employability factors about which something was already known, but pushing be-

*For details see, "A Woman Leader Challenges Discriminations," by Eudora Ramsay Richardson. Publications Department, National Federation of Business and Professional Women's Clubs, Inc.

**"Occupational Discrimination Against Women, An Inquiry into the Economic Security of American Business and Professional Women." By Iva Lowther Peters, Ph.D. Studies on the Employability of Women, conducted by or for The National Federation of Business and Professional Women's Clubs, Inc.

yond previous inquiries into the field of work relations. The schedule was originally set up at the suggestion and with the approval of government workers in the divisions of planning and research, as a cooperative project, with the Federation, state and Federal relief agencies, and local sponsors sharing work and responsibility. Among the states responding was Alabama. The President of the State Federation reported that at the first Board of Directors' meeting in 1935, it was agreed to ask the Research Committee of the State "to endeavor to secure Federal Government funds to be used in financing a statewide research project covering all vocational activities of women in Alabama, soliciting graduate credit from an Alabama college." As the State Federation had already cooperated with the Alabama College for Women at Montevallo in its five-year old program of career conferences, in this new venture they turned to its president and faculty for support. Alabama's state college for women has supplied information of value to all southern women, since the time of its founding. It is hoped that the present study will continue this tradition.

During the years of the existence of the National Federation of Business and Professional Women's Clubs, the tempo of industrialism has been as much accelerated in the southern states as in other parts of the country. The South had survived the rigors of a war aimed at its political unity, and a reconstruction which imperilled its culture. Post-war industrial development brought back lost wealth, made possible expansion of its own educational facilities, eliminated much of the need for unskilled labor which was its historical problem, and lightened the burden of drudgery which agriculture has laid on the human race. Shifts in economic importance accompanied by important redistributions of population were going on when the Great Depression came. It is small wonder that southern writers and publicists turned for comparisons to the decade before the War between the States.

Women of the South had responded along with their northern and western sisters to the new stimulants. With the growth of college population, information on openings for their graduates was needed.

Field work done in the cities of Atlanta, Georgia, and Richmond, Virginia, in the period, 1924 to 1927, covered approximately the same period, as the Federation study of

national conditions among business and professional women. The range of occupations in the two southern cities differed little as to fields. Together the studies support the view that the growth of industrialism has favored women workers. The conclusions of this study of a later decade throw further light on a problem of social as well as economic significance.

ANALYSIS AND INTERPRETATION OF DATA

By

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PURPOSE AND SCOPE OF STUDY

The purpose of this study is: to give information regarding women of Alabama in business and the professions in an effort to eliminate prejudice and to create an understanding interest in women as workers; to place in relief some facts regarding working women in Alabama which may serve as a guide to women entering business and the professions or considering rehabilitation training in order to reenter fields of work offering more advantages.

With this purpose in view, the study presents data with reference to: age, marital status, and health, as they relate to employment; amount and type of training as they affect entrance and tenure in the various occupational fields; diversity of occupational fields employing Alabama women; independent business as compared to salaried positions with reference to opportunities for women; and agencies most helpful in placing women in positions. These data are considered in an effort to disclose facts which may be utilized generally to advance the economic status of women.

There are many other questions with reference to women in occupations which might be interesting and valuable to study. Included among such are: job requirements; number of dependents upon salaries of women workers; living arrangements of working women; family responsibilities in addition to occupation; leisure time activities; old age security provisions; and fluctuation of salary during the depression. These, however, are not within the scope of the present study.

SOURCES AND DESCRIPTION OF DATA

The data here presented are from two sources: one, a group of 318 women who are members of Alabama Business and Professional Women's Clubs, have been members, or are eligible to membership; the second, a group of 142 women who were attending special federal emergency relief classes, training to teach nursery schools and classes of adults in the state.

Dr. Iva L. Peters, chairman of the committee on the Employability of Women, a sub-committee of the National Research Committee of The National Federation of Business and Professional Women's Clubs, Inc., spent a number of weeks in Alabama in June and again in September of the year 1935 visiting the Business and Professional Women's

Clubs in a number of representative cities in the state. She collected data on the interview schedule from club members, at the same time instructing them in the methods of securing such data from other women. Dr. Peters, while on the campus of Alabama College, secured the data on the schedule from women training for teaching adult classes and the writer secured the information from women training for nursery school teaching. Thus the data apply to two selected groups but selection from these groups was a random one depending upon the accessibility and the willingness of women to answer the questions.

Table I presents a statistical analysis of data, regarding location, date of organization, membership, number participating in the study, etc.—of the clubs and the club members of the Alabama Business and Professional Women's Clubs. There are 30 clubs in Alabama located in cities varying in population, according to the 1930 census,[1] from 1,200 to 260,000 and state-wide in their location. The junior club located at Tuscaloosa is not an auxiliary club of girls, but a second club located in Tuscaloosa and is therefore included. The clubs vary in size and time of organization from clubs with five members to clubs with 90 members; clubs organized 18 years ago to clubs organized as recently as six months ago. Sixteen, or 53 per cent, of the clubs in Alabama contributed data to the study regarding their membership. These 16 clubs represent a total membership of 479. Two hundred seventeen, or 45 per cent, of the membership of these 16 clubs participated. In addition to this, they contributed information regarding 101 non-members who would be eligible to membership. A number of these non-members had been members but were forced to withdraw during the financial crisis. Of the entire group, members and non-members answering the questionnaires, 290, or 91 per cent were employed at the time the questionnaire was answered. Twenty-eight, or nine per cent, were unemployed at the time they answered the questionnaire, but since then a number have been employed again.

Although the data here presented pertain to a highly selected group, they do represent this particular group sufficiently well to be a valid representation of the entire group. Moreover, such data should be most valuable for the facts disclosed in so far as they refer to the general question of occupational status of women in Alabama.

1. United States population census of 1930.

TABLE I—ALABAMA NATIONAL BUSINESS AND PROFESSIONAL WOMEN'S CLUBS

NAME OF CLUB	Date of organization	No. of members	No. of members answering qu.	No. of non-members answering qu.	No. of employed answering qu.	No. of unemployed answering qu.	U. S. Population Census 1930
Albertville	1930	31					2,716
Anniston	1919	26	22	0	22	0	22,333
Athens	1934	16	9	5	13	1	4,238
Auburn	1929	24	8	0	8	0	2,713
Birmingham	1918	90	45	31	55	21	259,678
Carbon Hill	1935	17					2,518
Cullman	1928	9					2,789
Dadeville	1935	16	2	0	1	1	1,544
Decatur	1936	31					15,590
Dothan	1922	28	23	6	29	0	16,046
Enterprise	1936	10					3,704
Fairfield	1929	18					11,043
Gadsden	1930	23	9	8	16	1	24,032
Greenville	1930	5					3,985
Guntersville	1930	14					2,823
Huntsville	1922	34	18	0	18	0	11,554
Jasper	1928	42	3	0	3	0	5,313
LaFayette	1934	5	1	0	0	1	2,115
Mobile	1935	20	20	30	47	3	68,277
Monroeville	1935	16					1,355
Montevallo	1936	25	15	0	15	0	1,244
Montgomery	1919	55	20	10	30	0	66,075
Muscle Shoals[1]	1935	15	2	0	2	0	
Roanoke	1935	13					4,373
Scottsboro	1927	16					2,304
Sylacauga	1924	17					4,111
Talladega	1935	17	10	0	10	0	7,595
Troy	1930	5					6,814
Tuscaloosa	1929	43	10	11	21	0	20,610
Tuscaloosa Jr. Club	1934	9					20,610
	Total	690	217	101	290	28	

1. Florence, Sheffield, and Tuscumbia.

The reason for including the women of the second group in the study was for comparative purposes. Again, there was no selection from within the group itself. Those in attendance at certain classes on the day of the week and at a period of the day that the questionnaire was given were the determining factors as to who of the group would answer the questionnaires. The larger group from which

this random selection was made, however, was definitely selected by the State Department of Education and the Works Progress Administration of Alabama to be sent to the campus of Alabama College for special training and paid with federal emergency relief funds. Women taking teacher training for adult education were drawn from every one of the 67 counties in the state. This group of teachers to be trained for adult education consisted of both men and women. Only women contributed information for this study. The basis of eligibility for such training was that the person selected was at the time of training the possessor of a teaching certificate or had at some time in the past held a teaching certificate. It was also necessary that the applicant for such training be selected from the relief rolls of the state. Selection within a county was dependent upon recommendation by the county superintendent of education.

The women selected to take special training for nursery school teaching were limited also to those on direct relief rolls. The state supervisor of federal emergency nursery schools requested the county superintendents of education in the various counties to select for such training "women fairly young with attractive personal traits, and those who had the best educational qualifications." The supervisor of federal emergency nursery schools, however, had no jurisdiction over who was sent, and accepted all women recommended by the superintendents of education from each of the various counties. The age range of those sent to make up this group was great, varying from, 20 and under, to 61 and above. Their general training and ability probably are not equal to those of employed teachers in the counties from which they were drawn. The group drawn represents 14 counties, located in all sections of the state.

Both groups, then, business and professional women, and women taking short courses in teacher training, represent definitely selected groups. They may be considered to represent the occupational extremes of employable business and professional women. The former group represents women of highly specialized training who in spite of the depression have, on the whole, been able to maintain their vocational status. The second group, although a professional group, represents those unable to secure employment to maintain themselves and those dependent upon them, to the extent that they have been given direct federal relief. As a means of rehabilitation they were financed

by federal funds while taking short courses in teacher training. A comparison of factors relating to the two groups discloses facts pertinent to the problems of employable women.

Special attention is called to the fact that women in both groups represent the higher occupational levels. A study of working women in less specialized occupational fields would present an entirely different situation.

Although 142 women on relief and 318 business and professional women contributed data to the questionnaire, almost no question was answered by every person participating. This fact is recorded throughout the tables as "Not reporting." Wherever percentages are quoted, they are figured only on the data of those reporting on the particular question being considered.

AGE AS A FACTOR IN EMPLOYMENT

In view of the serious consideration which state and federal governments recently have given to old age pensions, it is pertinent to this study to consider the factors of age and employment with reference to these Alabama women.

TABLE II—AGE AND EMPLOYMENT

	Women taking Short Courses in Teacher Training		Alabama Business and Professional Women	
Age	Number	Per Cent	Number	Per Cent
20 and under	3	2.13	6	1.92
21-30	48	34.04	51	16.33
31-40	48	34.04	109	35.00
41-50	27	19.14	96	30.75
51-60	14	9.94	41	13.13
61 and above	1	.71	9	2.87
Total	141	100.00	312	100.00
Not reporting age	1		6	

An examination of Table II, a tabulation by age, of the women taking short courses in teacher training and the business and professional women, of which Chart I is a graphical representation, shows that 96, or 68 per cent, of the group of women taking teacher training are included in an age group ranging from 21 to 40 years. Of the

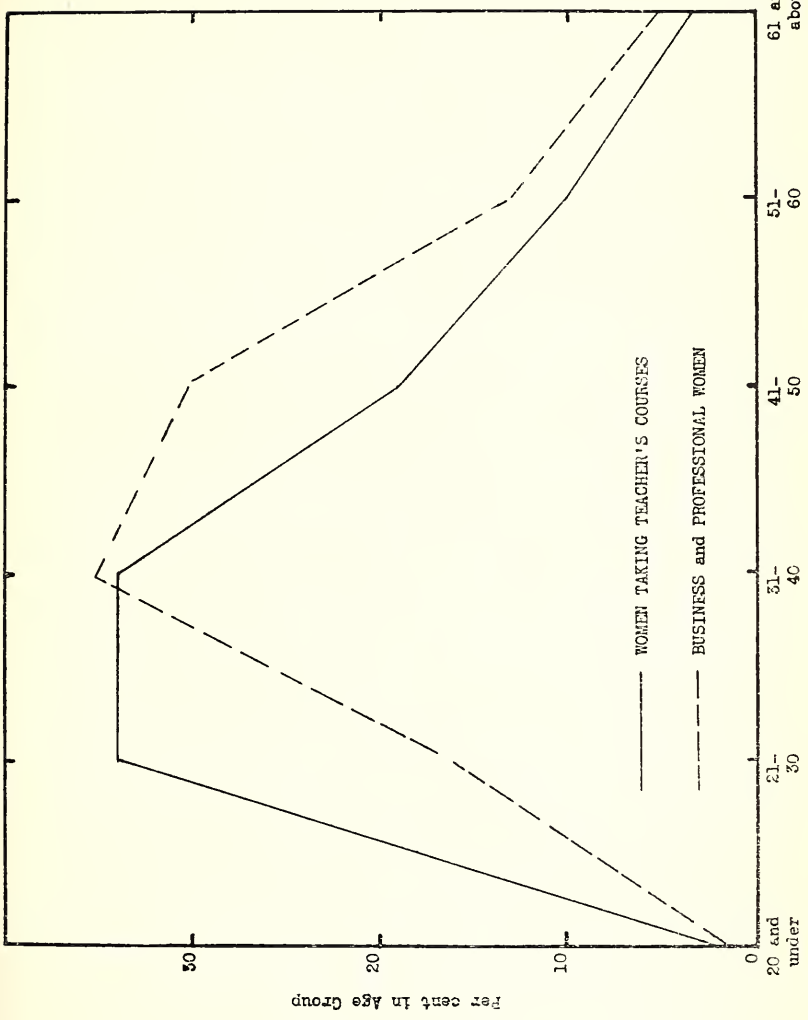


Chart I. Age and Employment

group of business and professional women, the greater number 205, or 66 per cent, falls between an age range of 31 to 50 years. This is considerably older than women employed in the United States as listed by the 1930 employment census[1] which shows that 56 per cent are between 20 and 35 years of age. The greater percentage of unemployed business and professional women also falls within the age range 31 to 50 years. They, therefore, are not tabulated separately. Always mindful of the fact that these groups are highly selected, that facts revealed regarding these groups therefore cannot be generally applied to the working women in Alabama, and that there is an overlapping of the two age groups, there seems to be an indication that the older women have been better able to weather the depression than younger women. The women taking short courses in teacher training, who are the unemployed group, composed the younger group. Further evidence of this is the fact that the mean age of the women taking short courses in teacher training is 35.6 years, that of the business and professional women is 42.8 years. There may have been several factors operating to bring about these results. Since the women taking teacher training were selected from relief rolls, unemployment was definitely a factor in their selection. They were, however, probably selected from other unemployed women because they were younger and more adaptable to the situation of studying in a college. Their selection may have been influenced by the fact that there were other members of their families who depended upon them for support. The entire group of unemployed women in the counties from which they were drawn may be an older group. Their unemployment may have been a result of the occupational field in which they were engaged rather than their youthfulness. Teachers in Alabama were thrown out of work, more than people in other occupations.

The fact that the employed group of business and professional women are older may have resulted from a selective process also. The older women who intend to continue in business or the professions rather than to marry would join a business and professional women's organization, rather than a young girl who still looks forward to marriage. Younger women, who once belonged to the group when contracting marriage and no longer working, tend to

1. United States Census of 1930, Vol. IV.

withdraw from the group. Granting that these selective factors were operating, there are undoubtedly some reasons definitely related to occupational efficiency that tended to hold the older woman in the position during the depression rather than the younger woman. An older experienced woman who has been in a business for a number of years is often more valuable to the service, and for that reason an employer would keep her rather than to initiate a younger inexperienced woman. When during the depression it was necessary to lower salaries as well as to eliminate people from the force, the older woman, because she had less chance of finding a new place, probably was more willing to accept a reduced salary for the same services than was the younger woman. A younger woman who had not completed her training might be less reluctant to give up her position than an older woman who no longer considered taking further training. All of these factors, doubtless, help to explain the fact that the older women in Alabama, as indicated in this study, weathered the depression so well.

MARITAL STATUS AS A FACTOR IN EMPLOYMENT

Whenever there is a shortage of work and an over-supply of workers, the first tendency is to advocate the elimination of women generally from the occupational field. This, of course, is impossible because of the real service which women render in the business world and also because of the dependents which women as well as men have upon their income.

The elimination of married women from occupational fields too is commonly advocated. This is, of course, on the erroneous supposition that every married woman has a husband who supports her. Marriage today does not, as it once did, guarantee the wife economic support. The marital status of these groups with reference to employment as indicated in Table III, and Chart II, presents many interesting facts, the import of which calls for consideration, although no definite conclusions may be drawn. Terms used in the table with reference to marital status probably need no explanation, except the fact that the term "married" when used in the context refers to women who are or have been married. In Table III "married" signifies married and living with a husband who may or may not be working, may or may not be contributing to the support of the family, may or may not be dependent upon the support

of the wife. Those designated in the table as widowed, divorced, and separated are in addition to those listed as "married." In the context, the four groups are included in one group and referred to as "married."

TABLE III—MARITAL STATUS AND EMPLOYMENT

Marital Status	Women Taking Short Courses in Teacher Training		Alabama Business and Professional Women	
	Number	Per Cent	Number	Per Cent
Single	54	38.58	171	53.77
Married	57	40.71	74	23.27
Widowed	15	10.71	43	13.52
Divorced	8	5.71	21	6.60
Separated, but not divorced	6	4.29	9	2.83
Total	140	100.00	318	100.00
Not reporting marital status	2			

Of the group of women taking short courses in teacher training, 61 per cent, are married. Twenty-one per cent, had been married at one time but their marriage relationship had been terminated through widowhood, divorce, or separation. Although there is no definite evidence that they are any longer recipients of an income from their former husband or his estate, the assumption is that the married women taking short courses in teacher training are receiving no such support since they are dependent upon federal relief for maintenance.

Of the business and professional women, 46.3 per cent are married. The study of "Women Workers Through the Depression" shows nine per cent of married women for the year 1931, and 19 per cent of married women for the year 1933[1] workers. The employment census of the United States for 1930 shows that 46.1 per cent of employed women in the United States were married.[2] The percentage of married women among those employed in Alabama as re-

1. The American Women's Association, *Women Workers Through The Depression*, the Macmillan Company, pp. 102.

2. United States Employment Census of 1930, Vol. IV.

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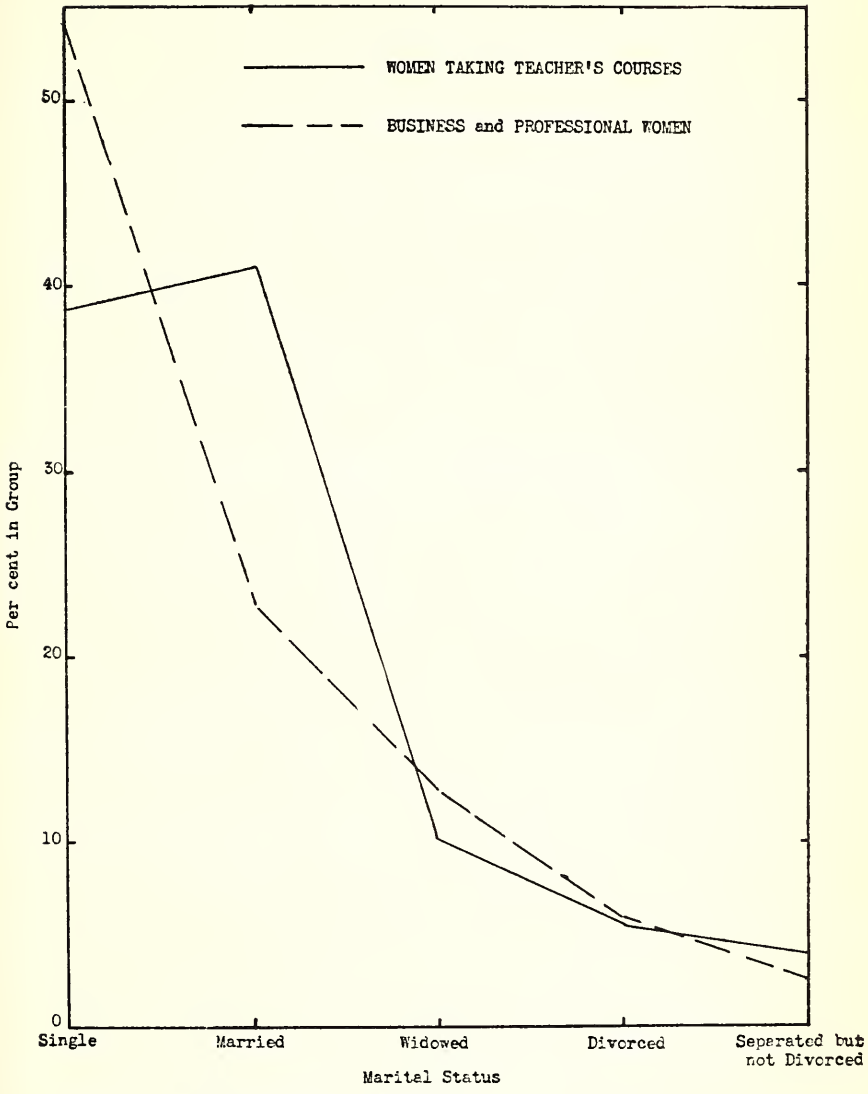


Chart II. Marital Status and Employment

ported by ten year periods for 50 years previous to and including 1930 are as follows:

1890—26.9 per cent married
1900—29.5 per cent married
1910—45.4 per cent married
1920—36.4 per cent married
1930—35.7 per cent married

This shows an increase from 1890 to 1910, a decrease to 1930, and it may be assumed with a fair degree of certainty that the decrease from 1930 to 1935 was even more pronounced. The percentage of employed business and professional married women is nearer the 1930 percentage of employed women in the United States,[1] and the 1910 percentage of employed married women in Alabama, than the percentage of any other period. This is considerably greater than the present percentage of all employed married women in the state.

Since 61 per cent of the unemployed women, i. e., women taking short courses in teacher training, were married, the inference may be that in teaching there was discrimination because of marriage. Such inference must, however, not be taken too conclusively. Since these women were teachers by profession, their unemployment may have resulted from the fact that teachers in Alabama generally have suffered more unemployment during the depression than people in other occupational fields. Considered from the view point of relief, these married women had really been given preference since 61 per cent of those granted relief were married women. It is impossible to make even a fair estimate of the true occupational status of these women without a census of all unemployed women in Alabama, which at present is not available.

HEALTH AS IT RELATES TO OCCUPATION

Since time began woman has been referred to as the weaker sex. In employment she frequently finds that the question of her physical fitness is a barrier between herself and her occupational goal. Some occupations do demand brawn and extra physical endurance beyond the ability of women, but these occupations are comparatively few in number and entrance into them is not generally sought by women.

1. United States Employment Census of 1930, Vol. IV.

The employment world does demand that the employee not only be physically fit to do a day's work, but that she possess energy, emotional control, and mental serenity while at work, and that she be regular in attendance. Frequent absences from work because of illness is a fairly good index of lack of physical fitness for the job.

The record of these women compared to the same data on the attendance of men at work in similar positions over the same length of time would not discredit these women in this respect.

Of the 318 Alabama business and professional women, 88, or 27.6 per cent, report having been absent from work because of illness. It is interesting to note how closely this agrees with the percentage reported by Byrne in the study of 20,000 women in which 27.3 per cent reported serious illness since they began work.[1] These 318 women have worked a total of 5183 years, an average of 16.3 years, during the time which they have been employed. The total amount of time lost was approximately 31 years. This is approximately one-third of a year lost for each of the 88 women absent from work on account of illness during her entire employment history. Counting the average time lost by each of the 318 women over the entire period of employment, there was an average loss of only 36 days per woman, or .5 per cent of her total working period.

There are several items of special interest with reference to the 88 women who were forced to discontinue working for a period because of various illnesses: 44 per cent of these absences occurred during the age range 21-30 years, the next greatest percentage, 35 per cent, occurred in the age range 31-40 years. Seventy-four of these 84 women returned to their jobs after the period of illness. Fifteen reported that their success in the work had been delayed or retarded because of their health. Byrne reports that women working in occupational fields related to health, such as nurses, dentists, doctors, etc., had most serious and most frequent illnesses.[1] From the nature of these data it is impossible to get any adequate estimate of the relation of health to occupational fields in which these women are engaged.

1. Byrne, Harriet A., *The Age Factor As It Relates To Women In Business And The Professions*, Bulletin of the Women's Bureau, No. 117, Washington, 1934, p. 11.

At present, 308 business and professional women, and 142 women taking short courses in teacher training, report their state of health as follows:

Women Taking Short Courses in Teacher Training		Alabama Business and Professional Women	
Number	Per Cent	Number	Per Cent
44	30.98—Excellent	109	34.24—Excellent
72	50.70—Good	153	49.51—Good
22	15.42—Fair	42	14.74—Fair
4	3.00—Poor	4	1.51—Poor
		10	Not reporting

That these business and professional women are aware of the importance of physical well-being to their success in the business world is evident from the fact that they have guarded their health systematically by regular examinations by physicians and dentists, and have in many other ways diligently applied themselves to maintaining and improving their health. One hundred ninety-seven of the women report that they have regular physical examinations every year, 185 state that they visit the oculist regularly, and 288 visit the dentist regularly. The following health difficulties were checked by business and professional women and women taking short courses in teacher training as those which they had made systematic efforts to correct. The percentage is figured on the total number reported in each group.

Difficulties Corrected	Alabama Business and Professional Women		Women Taking Short Courses in Teacher Training	
	Number	Per Cent	Number	Per Cent
Periodic headaches	21	6.60	62	50.77
Food idiosyncrasies	28	8.80	33	23.26
Eyesight	66	20.75	96	68.30
Deafness	2	.62	4	2.81
Sleeplessness	9	2.83	38	26.76
Habitual worry	42	15.3	38	26.76
Habitual hurry	23	7.23	33	23.26
Unnecessary overtime	7	2.20	28	19.71
Hayfever	3	.94	3	2.11
Daydreaming at work	10	3.14	11	7.74
Common Colds	42	13.2	70	49.29
Dullness	13	4.08	21	14.85
Bad posture	29	9.11	5	3.45

One woman of the business and professional group was employed for 34 consecutive years with a loss of only 30 days. Another has worked steadily for 30 years without any loss of time whatever on account of health.

The business and professional women have an unusual health record considering the long period of service which they have rendered. This careful guarding of health surely in part accounts for the fact that the older women have been able to maintain their occupational status so well.

Of 103 women taking short courses in teacher training, 23, or 22 per cent, report serious illness which kept them from work. They lost on an average, 37 days of their average working period of 8.72 years. The time lost is as great as that of the Alabama business and professional women for half the period of service.

Thirteen of these illnesses occurred in the age period 21-30; eight in the age period 31-40; and one in the period 41-50. One did not state the age at which the illness came.

Seventeen of these women returned to the same positions after illness and eight took more training after illness before again seeking employment. Fifteen reported that illness retarded or delayed their success. Fifty-seven, or 40 per cent, visit their oculist regularly; 107, or 75 per cent, visit their dentist regularly, and 65, or 46 per cent, have regular physical examinations.

The Alabama business and professional women are, from all indications, a healthier group than the women taking short courses in teacher training. Although the lack of physical well being of the women taking short courses in teacher training may in part be due to unemployment, it seems to be a contributing factor to cause unemployment.

EDUCATION AND TRAINING

Since both men's and women's services are rated higher, as is shown by increased salary, with increase in number of years of education or specialized training, it is pertinent to this study to note the education and training, which these women brought to the employment fields in which they are engaged. Salary ratings for these women are not available but reference to studies such as Elliott and Manson, and

Byrne show that added years of education or training do make the employee more capable of rendering a superior service, as indicated by increased salaries.[1, 2]

In the time of financial depression when many men and women are being forced out of work because of reduction of force and failure of business, and when salaries are decreased, some estimate of the advantage of additional years of education and training may be made on the basis of ability to maintain occupational status. Considering the women taking the short courses in teacher training as the unemployed group and the Alabama business and professional women the group who, in spite of other evidence of the effect of the depression, are, nevertheless, still employed, a comparison is made of their education and training.

Table IV shows the amount of education and training of the Alabama business and professional women as related to age and marital status, and Table V gives similar data regarding the women taking short courses in teacher training.

Of the women taking short courses in teacher training, only 2, or 1.4 per cent, terminated their education at the close of the grade school course; 12.7 per cent completed high school, 84 per cent continued their education beyond high school, but 50 per cent continued their study only two years or less, beyond high school; only nine per cent completed a four year college or normal course, and only seven per cent did any graduate work.

Of the Alabama business and professional women, six women have not pursued their formal education beyond the grade school; two entered upon, but did not complete, their high school course; 69, or 22 per cent, completed high school, and 75 per cent, of the group continued their education beyond high school. Thirty-one per cent completed four years of work at either a normal school or college. Twelve per cent did graduate work; 16, or five per cent, hold master's degrees and three hold doctor's degrees.

While there are some highly educated women in the unemployed group, the women in the unemployed group have

1. Elliott, Margaret, and Manson, Grace E., *Earnings of Women in Business and Professions*, University of Michigan, 1930, pp. 49-92.
2. Byrne, Harriet A., *The Age Factor As It Relates To Women In Business And The Professions*, Bulletin of the Women's Bureau, No. 117, Washington, 1934, p. 11.

TABLE IV—MAXIMUM GENERAL EDUCATION, BY AGE AND MARITAL STATUS
ALABAMA BUSINESS AND PROFESSIONAL WOMEN

Maximum general education	Age							Total number	Per cent	Single		Married	
	20 & under	21-30	31-40	41-50	51-60	61 & above	Reporting edu. but not age			No.	Per cent	No.	Per cent
Grade School				5	1			6	1.92	4	2.74	2	1.19
High school incomplete				1	1			2	.64	2	1.37	0	0
High school complete		13	27	19	5	3	2	69	22.04	35	23.97	34	20.36
Convent		1	4	2		1		8	2.56	3	2.06	5	2.99
Technical training beyond high school		8	30	20	12	2		72	23.00	34	23.29	38	22.75
Two years normal incomplete		1	2	5	2	1		11	3.51	5	3.42	6	3.59
Two years normal complete		5	4	5		1		15	4.79	9	6.17	6	3.59
Four years normal complete			5	3	4			12	3.84	4	2.74	8	4.80
College incomplete	4	8	12	11	6		1	42	13.42	19	13.02	23	13.77
Bachelor's Degree	2	10	13	11	7		2	45	14.38	20	13.69	25	14.97
Degree and graduate work		4	3	4	1			12	3.83	4	2.74	8	4.80
Master's Degree		1	5	7	2	1		16	5.11	5	3.42	11	6.59
Doctor's Degree			2	1				3	.96	2	1.37	1	.60
Total answers	6	51	107	94	41	9	5	313	100.00	146	100.00	167	100.00
Total reporting age and marital status but not edu.			2	2				4	1.25	1	.67	3	1.75
Reporting marital status but not age or education							1	1	.31			1	.58
Total cases	6	51	109	96	41	9	6	318		147		171	

TABLE V—MAXIMUM GENERAL EDUCATION, BY AGE AND MARITAL STATUS
WOMEN TAKING SHORT COURSES IN TEACHER TRAINING

Maximum general education	Age							Total No.	Per cent	Single		Married	
	20 & under	21-30	31-40	41-50	51-60	61 & above	Reporting edu. but not age			No.	Per cent	No.	Per cent
Grade school				1	1			2	1.40	1	1.79	1	1.16
High school incomplete													
High school complete	2	6	9	2	1			20	14.07	6	10.71	14	16.28
Convent		1						1	.70	1	1.79	0	0
Technical training beyond high school		2	2					4	2.81	2	3.57	2	2.33
Two years normal incomplete		14	10	4	4			32	22.53	12	21.43	20	23.26
Two years normal complete		16	12	6		1		35	24.64	17	30.35	18	20.93
Four years normal complete		1						1	.70	1	1.79	0	0
College incomplete	1	7	6	8	3			25	17.66	5	8.93	20	23.26
Bachelor's Degree		1	7	2	2			12	8.45	6	10.71	6	6.97
Degree and graduate work			2	2	1			5	3.52	2	3.57	3	3.48
Master's Degree				2	2		1	5	3.52	3	5.36	2	2.33
Doctor's Degree													
Total answers	3	48	48	27	14	1	1	142	100.00	57	100.00	86	100.00
Total cases	3	48	48	27	14	1	1	142	100.00	57	100.00	86	100.00

less education and training generally. It must be noted here, however, that other factors such as personality traits, experience and choice of occupational field, as well as lack of education and training, operate to cause unemployment. Nevertheless, there is an indication that additional education and training does serve as a stabilizing force in maintaining occupational status.

There is some quite definite indication in employment histories that general education and training although carried beyond high school loses in effectiveness unless carried to the completion of a definite course. It, therefore, is doubtful if a few years in pursuance of a course, if not completed, is a profitable undertaking. Table V gives evidence of such incomplete training with possible similar reaction toward unemployment in that 69 per cent of the women of the unemployed group are concentrated in the group who have completed high school, taken additional work but have not completed college as compared to 47 per cent of the business and professional women. It is a safe conjecture that requirements for college graduation may have served as a selective agency.

Elliott and Manson report the older women in their group of business and professional women had less education than the younger women of the group.[1] Such tendency in the Alabama group of business and professional women is indicated by the eight women, 41 years of age or older, who had terminated their formal education before completing their high school education. Among those who have completed their college education and taken advanced degrees, there are as many women over 41 as under 41 years of age. Of the 19 women with master's or doctor's degrees 15 are between 31 and 50 years of age.

Comparing the number of years of education of the married and single women, while there is a slight indication that the single women are a little more advanced in their education and training, the remarkable thing is that this difference is small. It is a fair assumption that the married women received their education before marriage, since marriage seems not to have interfered with their achievement in this respect.

In addition to their formal education and special training before entering the occupations, many of these women have

1. Elliott, Margaret, and Manson, Grace E., *Earnings of Women in Business and Professions*, University of Michigan, 1930, pp. 49-92.

continued their training during their occupational careers. One hundred forty-two of the 318 business and professional women report that they have taken vocational courses since 1929 to add to their technical equipment. They have received this training from several different sources. Fifty women report that they received vocational training through commercial courses, 22 have taken additional training through university extension courses, 26 have taken additional training through under-graduate college courses, 26 have taken graduate work in college, eight have taken special work in technical schools, nine have studied with private tutors, and 29 have pursued courses independently in order to improve their occupational status. Ten of the women in this group have studied from one to three years in some foreign country. This further study is significant in view of the fact that the women of this group generally are more highly trained than the average working woman. It reveals an adaptation to the employment field which is unusual and certainly commendable.

Another interesting commentary on the superior education and training of these women is that many have been recognized for merit of work in various ways. Teaching fellowships were granted to two as they did graduate work. Six received college scholarships during their undergraduate work in recognition of excellency of scholarship. One received her business course without cost because of superior ability in her work. Eight were elected to national honorary fraternities and societies in recognition of their achievements. One was awarded the national radio prize for the best radio drama at the Century of Progress Exposition in Chicago. A large number of other honors were won by members of this group in a great variety of fields of endeavor including: essay and short story, music, foreign language, Bible, art, dentistry, and expression.

IMPORTANT PERSONALITY TRAITS

An important feature which counts toward success or failure in the occupational world is physical appearance. In a few occupations such as acting, modelling, and posing, only women of certain complexion, height, weight, and physical charm are considered. Although few occupations place such definite limitations on physical appearance, consciously or unconsciously standards are set for

the general appearance required of those who are employed in certain occupations. Undoubtedly, success in occupational fields is augmented by an attractive physical appearance, and failure more often befalls those of unattractive physical traits.

Since the business and professional women considered in this study, are with few exceptions, employed and have been able to maintain their employment status when many hundreds of other women in the state have not been able to do so, it is interesting to consider just what is the general appearance of these successful women.

The tabulations are made on 318 women. The difference between the number of items reported and the total is to be accounted for in the fact that on all items, some women did not report.

If it were possible to throw on a screen a reflection of all the physical qualities reported by this group, we might have a composite of the typical successful business woman. Since this is not possible, an effort is made to give a word picture of various traits which the women of this successful group themselves have recorded as traits which they have, and suggestions which they make with reference to standards which are required.

The average height of 309 Alabama business and professional women of this group is five feet, four and two-tenths inches. The average weight of 306 women of this group is 134.8 pounds. Eight women report that their weight had been mentioned as a vocational handicap, although we do not know whether they were too heavy or too light in weight. Although 280 women report that their weight had not been mentioned as a vocational handicap, 67 of them state that they had practiced reducing. Forty-five, or 14 per cent, of these state such reducing was for health reasons. Seventeen, or five per cent, state that it was for vocational reasons.

One hundred ten women, approximately one-third of the Alabama business and professional women, report that they have taken courses since 1929 for cultural development. Thirty-seven, or 12 per cent, have taken physical culture work for vocational reasons. Forty-three, or 13 per cent, have corrected their posture for vocational reasons.

The data given by these women indicate that although men may "prefer blondes" when they are looking for a wife,

this is not necessarily true when they are employing women, since 70, or 22 per cent, report that they are blondes, 93, or 29 per cent, report that they are brunettes, 146, or 46 per cent, that they are of medium complexion, four state that they have Titian coloring.

Although we do not know at what age they began wearing glasses, 137, or 43 per cent, of the Alabama business and professional women report that they wear glasses regularly, 88, or 28 per cent, report that they wear glasses sometimes, and 89, or 28 per cent, do not wear glasses. In addition to glasses, a number of women report that they employ other helpful corrective devices, upon which they are dependent. Two use a brace or crutch and one uses an ear phone. Two hundred seventy-nine report that they use no corrective mechanism. Three persons found that these corrective mechanisms prove a vocational handicap. Seven women report that in choosing their occupation, they chose with the purpose of reducing their physical handicaps.

Surely, for a group of 318 women who have been employed over such long periods of time, these physical defects are exceedingly small in number, and with few exceptions are comparatively slight handicaps.

The type of dress which a person wears is a large element in making a desirable physical appearance. A summary of the type of dress which these women wear is included in the following descriptive comments which they make about their wearing apparel: "tailored," "semi-tailored," "conventional," "modern," "appropriate," "carefully adapted to the profession," "carefully groomed," "conservative," "of well selected and good style material," "feminine rather than manish." Ninety-eight of these women state that they have changed their dress habit to improve their vocational opportunities. Thirteen of them state that they have modernized their dress and general physical appearance at the suggestion of their employer or an employment specialist. Their improvement in dress was made in the following respects: "changed to standardized clothes," "changed appearance with the change of style," "changed hair arrangement," "wore dark clothes," "discontinued smocks," "wore neater clothes," "wore more appropriate clothes," "wore nurses' uniform." Eighteen of them report that their changed personal appearance did bring them a position or promotion. Five state that through a change in physical appearance they had been able to secure re-em-

ployment. Eighty-three of them report that such effort toward changing their physical appearance had no appreciable effect upon their occupational status.

To aid women to secure employment, this group of business and professional women make the following suggestions regarding clothes: "wear plain tailored clothes and be neat"; "cleanliness is always important"; "wear clothes suitable to the occasion"; "do not over-dress, under-dress rather than over-dress"; "have original ideas about appearance"; "add feminine touches to relieve plain dresses"; "wear good, neat shoes, clean gloves, colorful scarfs, purses and hats"; "guard your complexion and health"; "stand correctly, be natural, look distinguished, do not carry yourself in a common way"; "do not use too much rouge, many employers in the business field do not like it." One of the women suggests that, "the dress habit should be changed with the type of the work." Another states that "whenever in uniform, it is important to be immaculate."

Another element which contributes toward producing a good impression in order to advance in occupational endeavors is good speech habits. Forty-four of these women report that they have deliberately changed their speech habits for vocational reasons. The following comments are added to their statements to explain the type of improvements they have made: "cultivated a well modulated voice"; "took education and training to become more precise"; "cultivated the vocabulary of a lawyer"; "improved enunciation and diction for radio work."

The average height of women taking short courses in teacher training is five feet, four and .56 inches; their average weight is 133.4 pounds. They are taller, and lighter in weight than the business and professional women. Thirty-one, or 22 per cent, of the women taking short courses in teacher training practiced reducing; 21, or 14 per cent, for health reasons; ten, or seven per cent, for vocational reasons. Five state that their weight has been mentioned as a vocational handicap.

In complexion these women are as follows: of 141 reporting; 32, 22 per cent, are blonde; 42, 30 per cent, are brunette; 66, 46 per cent medium, and one is Titian.

Fifty-seven per cent of these women wear glasses, 35 per cent wear them regularly and 22 per cent sometimes. One of the group uses a crutch and brace. Four state that they

chose their occupation with the purpose of overcoming a physical handicap.

In dress, 50 per cent definitely prefer tailored clothes, others designate their preference in the following terms: "conservative," "plain," "appropriate." Seventy per cent, changed their dress habits to improve their vocational opportunities. Eight modernized their dress and general appearance at the suggestion of their employer or an employment specialist. These improvements were "hair arrangement," "more modern dress," "uniforms." Among the comments on dress were many which indicate financial inability to secure what was considered most desirable to wear.

Suggestions made by these women as to improvement in personal appearance for vocational reasons include the following: "Think carefully over personal appearances as cleanliness, dress, posture, habits, carriage, poise." "As one can afford it, buy clothes more suitable for work." "Cheerfulness and proper rest help prevent a tired look." "Avoid stooping shoulders."

There is every indication that both groups of women are aware of the traits required in the employment world. They have, moreover, diligently applied themselves in their efforts to reach these high standards.

OCCUPATIONAL FIELDS

Alabama was chosen for special study because it represents aspects of both an industrial and a rural section in the United States in which unskilled, manual labor is done largely by negroes. It therefore presents an interesting study in the types of occupations in which trained women of the section are engaged.

The women taking short courses in teacher training were, of course, all in educational work. This is a rather limited field, but among these women were teachers of every type from nursery school teachers to college teachers. Any further analysis of their occupational history is not feasible for a limited study of this type.

The occupational fields in which the business and professional women are engaged are shown in Table VI. The occupations classified are the same as those used by Morrison except that personnel work has been omitted, since no

TABLE VI—OCCUPATIONAL FIELD RELATED TO AGE AND MARITAL STATUS, ALABAMA BUSINESS AND PROFESSIONAL WOMEN

Occupational Field	Age							Total	Per cent	Single		Married	
	20 & under	21-30	31-40	41-50	51-60	61 & above	Not reporting age			No.	Per cent	No.	Per cent
Education	1	10	15	22	6	3	0	57	17.93	38	22.22	19	12.93
Health	0	3	10	4	3	1	0	21	6.60	14	8.19	7	4.76
Social Service	0	4	4	5	1	0	0	14	4.40	7	4.09	7	4.76
Miscellaneous	0	0	7	7	7	2	1	24	7.55	7	4.09	17	11.56
Professional	1	0	2	0	1	0	0	4	1.26	3	1.76	1	.68
Clerical work	3	28	58	37	13	1	3	143	44.97	76	44.45	67	45.58
Food, Housing, Per. Service	0	3	5	8	2	0	0	18	5.66	7	4.09	11	7.48
Production and Exchange	1	3	8	13	8	2	1	36	11.32	19	11.11	17	11.57
Not reporting							1	1	.31	0	0	1	.68
Total cases	6	51	109	96	41	9	6	318	100.00	171	100.00	147	100.00

women in this particular group could be classified under this heading.[1] The largest percentage of women included in this study are engaged in clerical work. This is true for both married and single women. Under this classification are included: stenographers, secretaries, bookkeepers, clerical assistants, and vault custodians. The facts cited in Table II indicate that the business and professional woman over 41 years of age generally has survived the depression better than the younger woman of the same group. In clerical work, however, we find a reversal of this fact in that 89, or 62 per cent, of the group are under 41 years of age. This is true for both married and single women. Of the single women, the next largest group of workers is found in educational work, which is composed entirely of teachers or school librarians. In this group are included teachers giving private lessons in music, art, dramatics, and dancing as well as those connected with public and private schools. The groups in production and exchange, and in health work rank next in size.

Of the married business and professional women, the production and exchange group, and the food and housing and personal service group, are larger respectively. In the production and exchange group, which includes such workers as sales clerks, insurance writers, buyers, store managers, etc., 66 per cent are more than 41 years of age.

The question naturally arises how the larger percentage of married women in food, housing, and personal service is to be accounted for. It may be that having been married and living in their own homes, these women could utilize a part of their home to render such service as beauty parlor or tea room service, or to keep boarding and rooming houses. Byrne, reporting on working women in the United States in 1934, states that 86.6 per cent of married women, 61.5 per cent of widowed women, 49.6 per cent of women separated and divorced, as against 21.1 per cent of single women maintained their own homes.[2] Another fact which is a similar indication is that while only nine per cent of the single women report that they are engaged in a business of their own, 13 per cent of the married women report

1. Morrison, Anne Hendry, *Women and Their Careers.* National Federation Business and Professional Women's Clubs, Inc., New York, 1934, pp. 13-30.

2. Byrne, Harriett A., *The Age Factor as it Relates to Women in Business and the Professions,* Bulletin of the Women's Bureau, No. 117, Washington, 1934.

that they are in independent businesses. A review of the fields of work reported by the women in independent businesses shows a great variety, including: automobile industries, plumbing works, credit bureau, funeral parlor, laundry, steamship agency, florist, and dairy. In many cases women are in partnership with their husbands. Possibly, these women are more independent and do not have their family upon which to rely in time of financial crises, so when no salaried position is available they undertake a business venture of their own rather than to remain unemployed. To continue the business of a deceased husband often means a smaller loss than to dispose of the business and attempt to find a salaried position during a period when many people are unemployed and employment uncertain. The married woman also may have more confidence to go into business by herself after having known something of her husband's business. She, too, may be in some cases better established financially and therefore able to take a business venture which the single woman could not risk.

Those listed under health services are with four exceptions nurses, either private duty nurses or public health nurses. This service generally requires that women be away from home at nights as well as at day time, over comparatively long periods of time. A married woman with home duties would not adjust in this type of work as well as a single woman, which probably accounts for the fact that the percentage of married women in this group as indicated by Table VI is smaller than for single women.

Of the women in education both married and single considered together, 56, or 55 per cent, are more than 41 years of age. The other occupational groups show no particular tendency to favor older or younger women. Any small difference shown in other groups in the table probably is due to chance only.

All through the work history of women in business and professions in the United States, there is evident a tendency for women in great numbers to flock into one occupation until it becomes overcrowded. In a short time the supply of workers becomes greater than the demand and a lowering of salaries follows. These two factors, overcrowding and low salaries, operate so as to force women to attempt to enter new fields of work. Again, large numbers train for a new field of work attracting women, which in time results in the same overcrowding and low salaries.

These unprofitable cycles probably have been the result of two things: first, the fact that some types of work have been considered more genteel for women than others, and the additional fact that many occupations still are practically closed to women. As each new occupation begins to admit women, there is a rush of women towards it in an effort to find employment which meets the approval of society.

The depression has forced many women out of occupations which regularly employ women. Women like farmers need to apply the principle of diversification in an effort to maintain occupational status during the depression. Although southern women are considered conservative, in an attempt to keep their occupational status, these women have shown initiative in finding employment for their talents or by creating opportunity for utilization of their abilities to a remarkable degree as a means of maintenance during this period when through forces beyond their control, they have been thrown out of employment.

This tendency of women to overcrowd an occupational field until those in the field receive small remuneration for their services might be avoided in part if those responsible for the training of women would keep themselves informed regarding the degree of employment saturation in the various fields and discourage women from training for occupations which are overcrowded.

Following is a list of rather unusual occupations in which women of this group are engaged, a study of which may be suggestive to the younger woman entering the employment world or the unemployed woman seeking employment.

UNUSUAL OCCUPATIONS IN WHICH ALABAMA BUSINESS AND PROFESSIONAL WOMEN ARE EMPLOYED:

Chiropractor
Pharmacist
Lawyer
Jeweler
Registered florist and owner of business
Manager of ice and ice cream company
Iron sales lady
Manager of lumber business
Home lighting specialist
Commercial photographer
Manager of pressing and alteration establishment
Manager and part owner of dairy
Manager and owner of printing shop

Manager and owner plumbing business
Manager and owner of automobile accessory and repair shop
Manager and part owner of motor corporation
Manager and owner of travel bureau
Manager and owner of laundry
Manager and owner of funeral parlor
Manager and owner of business college

There are some occupations not included which might be investigated by those considering diversification. Although no one in this group is engaged in work connected with broadcasting, women in Alabama are thus employed and it offers them splendid opportunities. Very few women in Alabama are in school administrative positions. This is directly due to the fact that in most schools in the state women are not considered for such positions. Another field in which women should find employment is public service through office-holding. Women could render a distinct service to society in this field. It is a regrettable commentary on women's progress that having striven for years for suffrage, they neglect to exercise this privilege thus failing to do their duty as American citizens and especially neglect their duty toward women by not using the vote more generally to secure economic justice. By exercising the privilege of voting more consistently, Alabama women could elect people to places of power and authority who would be mindful of women's occupational rights and privileges, and, moreover, a more general exercising of the voting privilege by women would tend to place a greater proportion of women in these public offices to which they are entitled by virtue of their citizenship.

OCCUPATIONAL TENURE

Labor turnover in any occupation is a hindrance to efficiency, and financially unprofitable because of the cost of the training period in which the worker adjusts to the specific duties of the job.

One criticism continually directed against women workers is that they use an occupation merely as a stop-gap between the period of education or other training, and marriage; also that women, seldom being financially responsible for a home or family, shift jobs more often than men can risk doing because of these responsibilities.

In an attempt to get a general idea of the occupational tenure of the business and professional women in Ala-

bama, information regarding facts relative to the following items is here presented: Total length of working period, maximum length of employment in any one position, number of jobs held for a year or more, reasons for leaving position. We can hope to get from these items only a partial picture of tenure as it is related to women's work, because there are an infinite number of other things involved which should be considered before we can pass judgment on women's working efficiency on the basis of stability. Surely no conclusion reached regarding women's tenure could be considered sound unless compared with the same facts regarding men of the same age, marital status, and training, in the same occupational fields. Change of jobs is also closely related to the age of the person at the time the working period began. One must not in considering tenure lose sight of the fact that a certain amount of shifting from job to job or even from one employment field to another is often necessary for advancement. Often, too, when an occupation discriminates against married women, they are forced to make a change in order to continue working after marriage. Such a shift, of course, would be beyond their control.

Work tenure cannot be understood unless it is combined with the study of age. Table VII indicates how long business and professional women have been at work with special consideration as to age and marital status. The total length of their working period as compared to that of women taking short courses in teacher training is shown graphically in Chart III.

Considering the group as a whole, 250, or 77 per cent, have been working for ten years or longer; 55, or 18 per cent, have been at work 25 years or longer. As is to be expected the older women have more years of service to their credit. It is, however, remarkable that even in the age group 21 to 30 years, 44 women have had working periods of four or more years. There are a number of women in the age range, 51 and over, who have comparatively short periods of service. Since these women are at present employed, it is probable that they are women who never have been employed during their early years but have suffered financial reverses during the depression and have since secured employment as a means of maintenance.

Further observation shows that 44 per cent of the married women have been at work twelve years or less. Of

TABLE VII—TOTAL LENGTH OF WORKING PERIOD BY AGE AND MARITAL STATUS
ALABAMA BUSINESS AND PROFESSIONAL WOMEN

Length of time	Age							Total No.	Per cent	Single		Married	
	20 & under	21-30	31-40	41-50	51-60	61 & above	Reporting work but not age			No.	Per cent	No.	Per cent
Less than one year	1	1						2	.67	1	.61	1	.74
1-3	4	8	1		1			14	4.67	11	6.66	3	2.22
4-6		10	4	4	1			19	6.33	8	4.85	11	8.15
7-9		14	14	3	1		1	33	11.00	13	7.88	20	14.81
10-12		14	20	4	3	1		42	14.00	17	10.30	25	18.53
13-15		3	29	10	3			45	15.00	24	14.55	21	15.56
16-18			24	16	4		1	45	15.00	26	15.76	19	14.07
19-21			11	17	3			31	10.33	16	9.64	15	11.11
22-24			1	9	3		1	14	4.67	9	5.46	5	3.70
25-27				14	3		2	19	6.33	16	9.64	3	2.22
28-30				10	6	2		18	6.00	11	6.67	7	5.19
31-33			1		3			4	1.33	2	1.21	2	1.48
34-36					7	1		8	2.67	7	4.24	1	.74
37-39					1			1	.33	1	.61	0	
40-42					1	1		2	.67	0		2	1.48
43-45						2		2	.67	2	1.21	0	
50						1		1	.33	1	.61	0	
Total Answers	5	50	105	87	40	8	5	300	100.00	165	100.00	135	100.00
Reporting marital status but not age or work							1	1		0		1	
Reporting age and marital status but not work	1	1	4	9	1	1		17		6	3.51	11	7.48
Total in age group	6	51	109	96	41	9	6						

TABLE VIII—TOTAL LENGTH OF WORKING PERIOD BY AGE AND MARITAL STATUS
WOMEN TAKING SHORT COURSES IN TEACHER TRAINING

Length of time	Age							Total No.	Per cent	Single		Married	
	20 & under	21-30	31-40	41-50	51-60	61 & above	Reporting work but not age			No.	Per cent	No.	Per cent
Less than one year	1	5	4	1	1			12	10.00	5	11.12	7	9.33
1-3	2	18	10	6				36	30.00	18	40.00	18	24.00
4-6		6	6	5	2			19	15.83	2	4.44	17	22.67
7-9		7	6	1				14	11.67	6	13.34	8	10.66
10-12		2	6	1	2		1	12	10.00	6	13.34	6	8.00
13-15		2	5	2				9	7.50	2	4.44	7	9.33
16-18			2	1				3	2.50	1	2.22	2	2.67
19-21			1	2	3			6	5.00	1	2.22	5	6.67
22-24				3				3	2.50	1	2.22	2	2.67
25-27			1	2				3	2.50	2	4.44	1	1.33
28-30			1		2			3	2.50	1	2.22	2	2.67
31-33													
34-36													
37-39													
40-42													
43-45													
50													
Total answers	3	40	42	24	10		1	120		45		75	
Reporting marital status but not age or work		8	6	3	4	1							
Reporting age and marital status but not work										11		11	
Total cases	3	48	48	27	14	1	1			56		86	

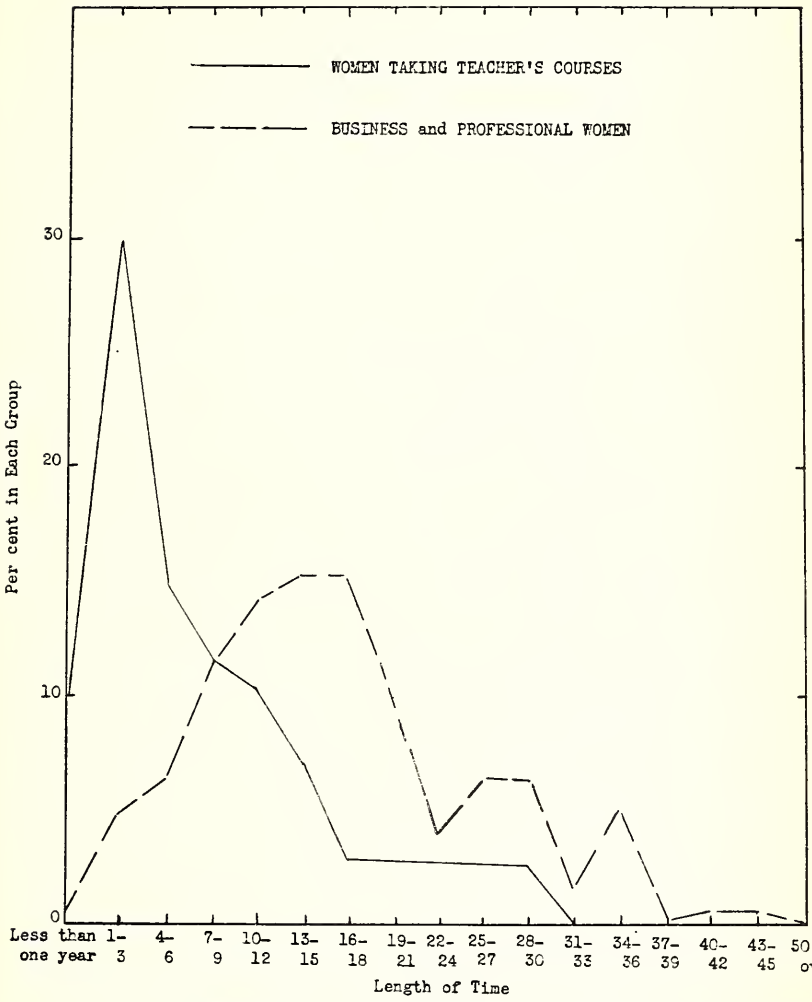


Chart III. Total Length of Working Period, Alabama Business and Professional Women and Women Taking Short Courses in Teacher Training.

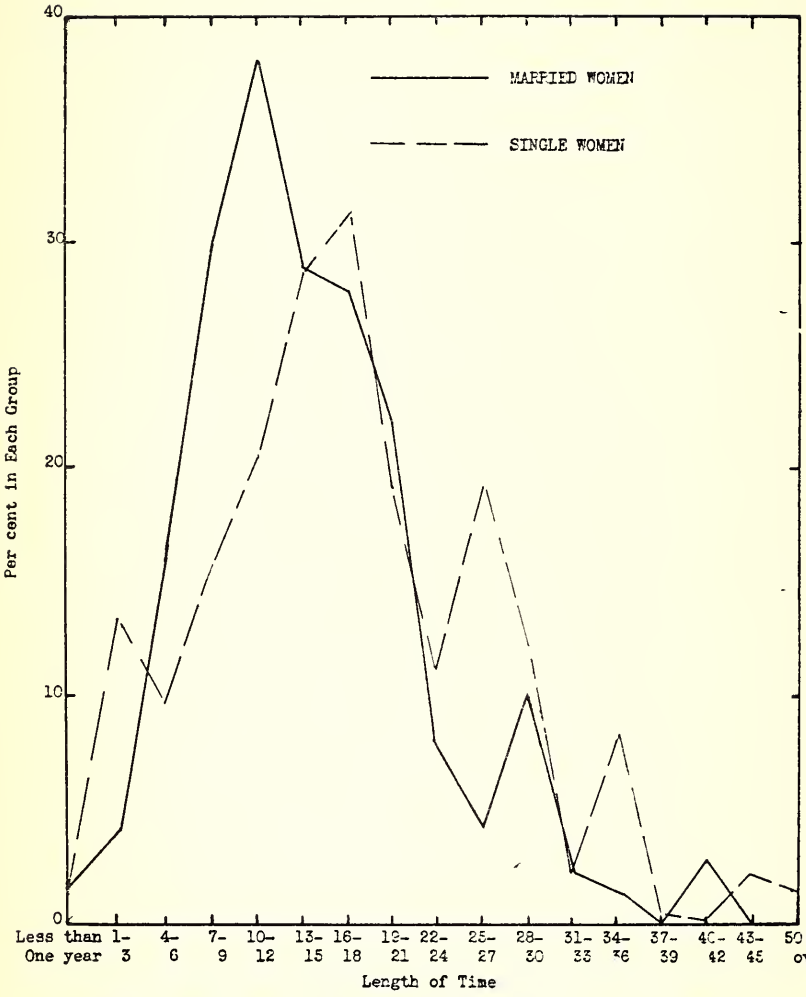


Chart IV. Total Length of Working Period by Marital Status, Alabama Business and Professional Women.

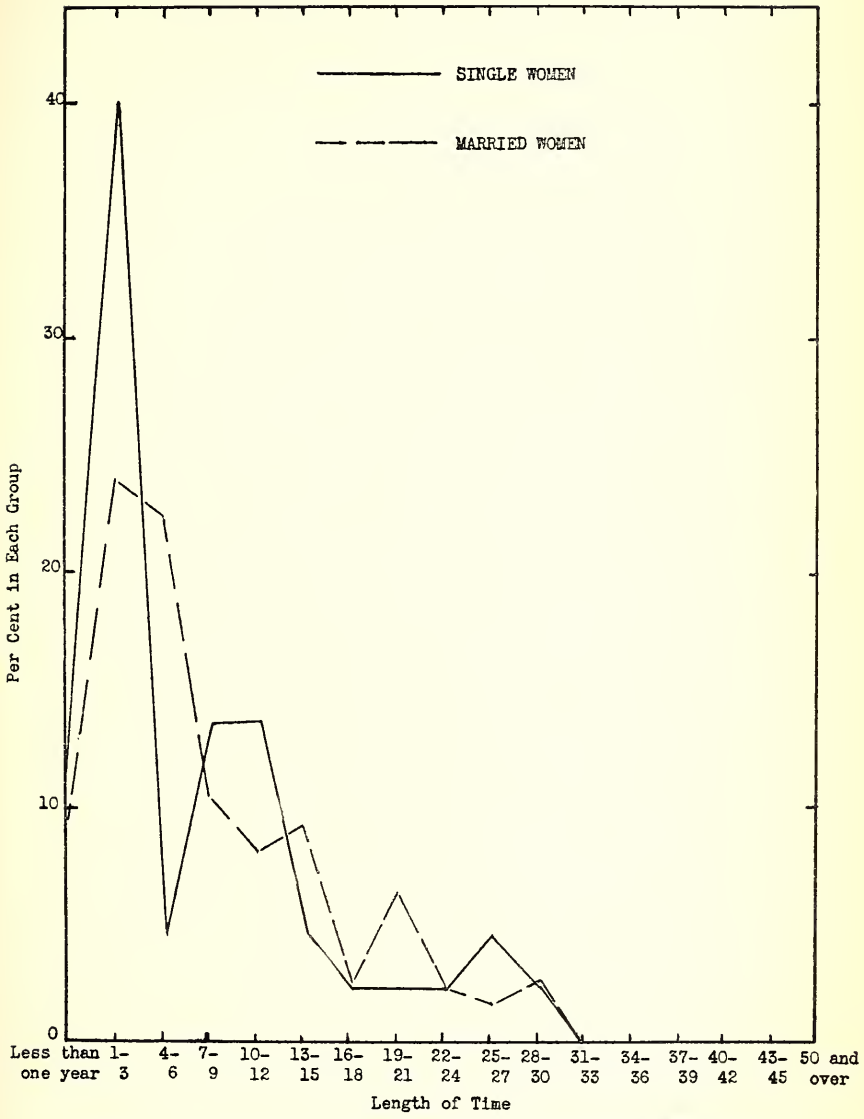


Chart V. Total Length of Working Period by Marital Status, Women Taking Short Courses in Teacher Training.

the single women, 30 per cent have been at work twelve years or less. Of this 30 per cent of single women who have been at work twelve years or less, 68 per cent are under 30 years of age. Of the 44 per cent of married women who have been at work twelve years or less, 12 per cent are under 30 years of age. Two women of the group worked less than one year. The average length of the total working period for all other women who report is approximately 16.3 years. Single women worked on an average 17.5 years; the married women, 14.8 years. The married women as a group are older than the single women and their average work tenure shorter. Of the 58 per cent of single women under 30 who have worked 12 years or less, undoubtedly a number will soon drop out for marriage. Marriage does stop the employment period for a time if it does not discontinue it entirely. Some of these women who have worked 12 years or less have not worked continuously. They may have had a break in their work history during the time which they gave to rearing children and then they came back to the occupational world. The fact that married women have greater age and shorter working period probably is accounted for by the fact that during marriage, age increased and years of work decreased. This difference in tenure between the married women and the single women is also evident for the years of service between 13 and 24 years since this age group shows twice the percentage of single women to married women. However, of women who have served 25 years or more, the percentage is just as great for the married women as for the single women. After this many years, the married woman has had a long enough period of time to catch up with her single sister in the length of working period. A comparison of the total working period of the married and single business and professional women is shown graphically in Chart IV.

Table VIII is a tabulation of the total length of the working period of the women taking short courses in teacher training. Omitting those who have worked less than one year, the term of service on the average is shorter than that of the Alabama business and professional women. Thirty-nine per cent have worked less than four years, and 70 per cent have worked less than ten years. The married women of this group have worked on the average the longer period of years. Since the women taking short courses in teacher training are on the whole younger, the difference

in total length of period of service may in part be explained because of difference of age. Since in the group of Alabama business and professional women, the married women have worked the shorter term, and in the group of women taking short courses in teacher training, the married women have longer terms of work, it may be that this is to be accounted for by factors operating in the selection of these women, rather than any cause such as efficiency of service. A comparison of the total working period of the married and single women taking short courses in teacher training is shown graphically in Chart V.

Closely associated with the total length of the working period is the maximum length of any one period in the same employment. Table IX, and Chart VI, show the maximum length of service relative to age and marital status of the Alabama business and professional women. There are three women whose maximum length in one job is less than one year. All three are under 30 years of age and one is under 20 years of age. Youth, therefore, must account for their short terms of occupational service. Of the others, 12 per cent have remained in the same job 19 years or more. All of these women are over 40 years of age. Approximately 60 per cent of the group have stayed on the same job from four to twelve years. Although it is to be expected that the maximum length of employment for married women on the average will be shorter, it is remarkable that there is so little difference. A comparison of the maximum length by marital status of Alabama business and professional women is shown graphically in Chart VII. The average length of the maximum working period for married women is 10.6 years as against 11.7 years for single women; for the entire group, both married and single, the average maximum working period is 11.2 years. The calculations do not include those who have worked less than one year. Eighty-five per cent, of the women have not held over three jobs during their entire working period. Sixty-four per cent, have held two jobs and 31 per cent, have held only one job. This record of maximum length of time in one position is remarkable in the fact that many of these women must have held the same position during their entire work history without changing. In many cases the length of tenure in any one job has been increased because of the depression which limits the possibilities for advancement by changing jobs.

TABLE IX—MAXIMUM LENGTH OF WORKING PERIOD BY AGE AND MARITAL STATUS
ALABAMA BUSINESS AND PROFESSIONAL WOMEN

Maximum length in years	Age							Total No.	Per cent	Single		Married	
	20 & under	21-30	31-40	41-50	51-60	61 & above	Reporting work but not age			No.	Per cent	No.	Per cent
Less than one year	1	2						3	1.17	2	1.45	1	.85
1-3	3	9	7	1	1	1		22	8.59	15	10.87	7	5.93
4-6		15	28	11			1	55	21.49	26	18.84	29	24.58
7-9		14	12	16	2	1		45	17.58	23	16.67	22	18.65
10-12		2	27	20	5		1	55	21.48	25	18.12	30	25.42
13-15			8	10	7			25	9.77	17	12.32	8	6.78
16-18			7	7	1			15	5.86	6	4.35	9	7.62
19-21				6	3	2		11	4.30	6	4.35	5	4.23
22-24				4	2			6	2.34	5	3.63	1	.85
25-27				5	3			8	3.13	7	5.07	1	.85
28-30				2	2	2		6	2.34	2	1.45	4	3.39
31-33					1			1	.39	1	.72	0	0
34-36					1			1	.39	1	.72	0	0
37-39						1		1	.39	1	.72	0	0
40-42					1			1	.39			1	.85
43-45													
50						1		1	.39	1	.72	0	0
Total answers	4	42	89	82	29	8	2	256	100.00	138	100.00	118	100.00
Reporting age and marital status but not work	2	9	20	14	12	1				31		27	
Reporting marital status but not age or work							4			2		2	
Total cases	6	51	109	96	41	9	6			171		147	

TABLE X—MAXIMUM LENGTH OF WORKING PERIOD BY AGE AND MARITAL STATUS
WOMEN TAKING SHORT COURSES IN TEACHER TRAINING

Maximum length in years	Age							Total No.	Per cent	Single		Married	
	20 & under	21-30	31-40	41-50	51-60	61 & above	Reporting work but not age			No.	Per cent	No.	Per cent
Less than one year	2	11	7	2	1			23	21.49	9	23.69	14	20.29
1-3	1	16	9	7			1	34	31.77	15	39.48	19	27.54
4-6		6	13	3	3			25	23.35	7	18.42	18	26.09
7-9		1	5	3	1			10	9.35	2	5.26	8	11.59
10-12		2	3	4	1			10	9.35	2	5.26	8	11.59
13-15					1			1	.94	0	0	1	1.45
16-18				2				2	1.87	2	5.26	0	0
19-21				1				1	.94	1	2.63	0	0
22-24				1				1	.94	0	0	1	1.45
25-27													
28-30													
31-33													
34-36													
37-39													
40-42													
43-45													
50													
Total answers	3	36	37	23	7		1	107	100.00	38	100.00	69	100.00
Reporting age and marital status but not work		12	11	4	7	1		35	24.60	16	29.63	17	19.77
Reporting marital status but not age or work													
Total cases	3	48	48	27	14	1	1	142		54		86	

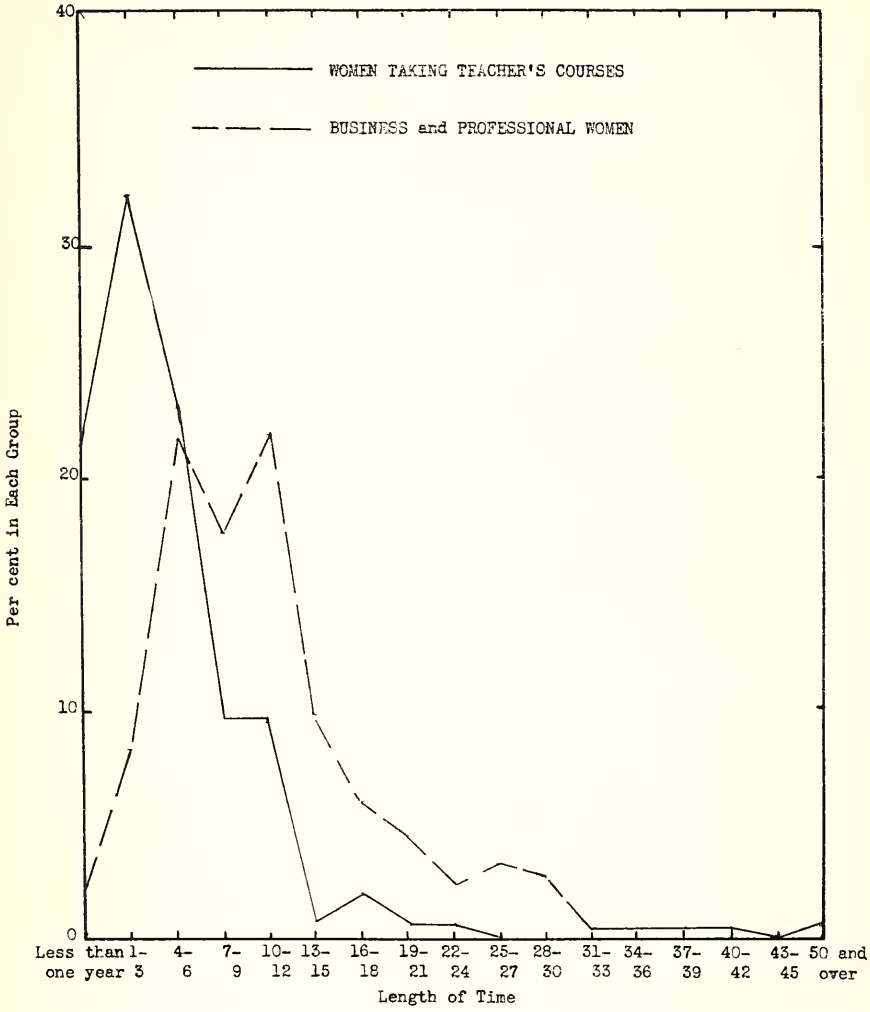


Chart VI. Maximum Length of Working Period, Alabama Business and Professional Women and Women Taking Short Courses in Teacher Training.

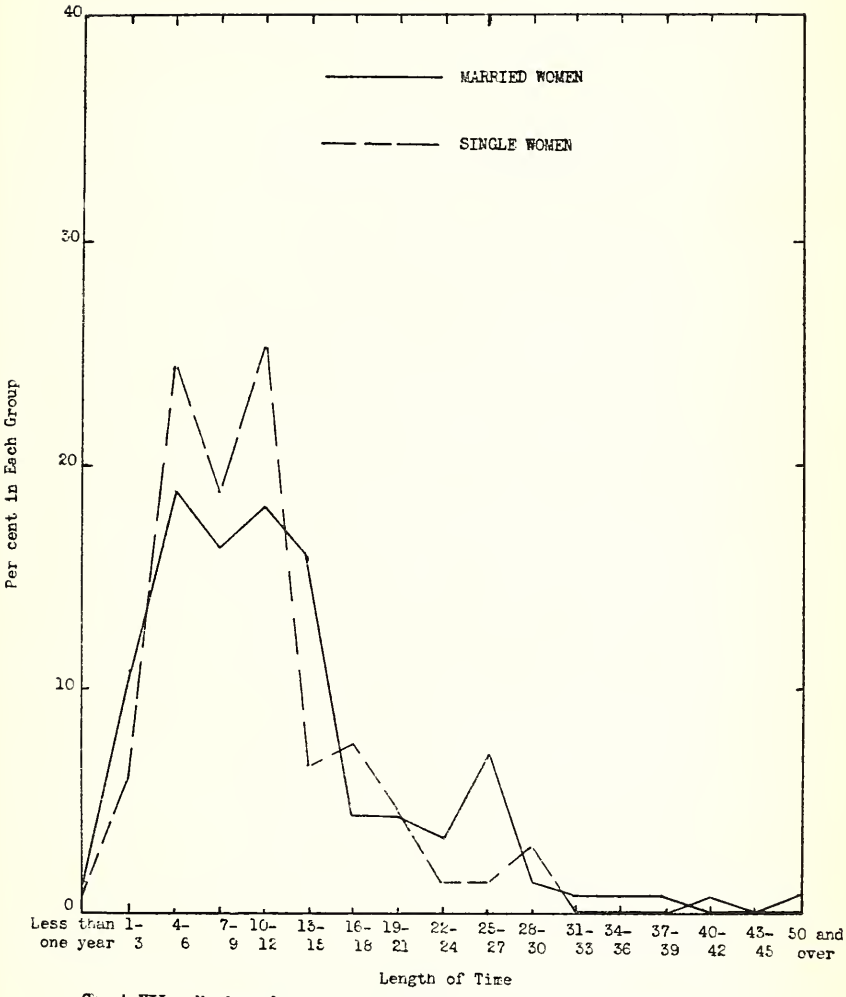


Chart VII. Maximum Length of Working Period by Marital Status, Alabama Business and Professional Women.

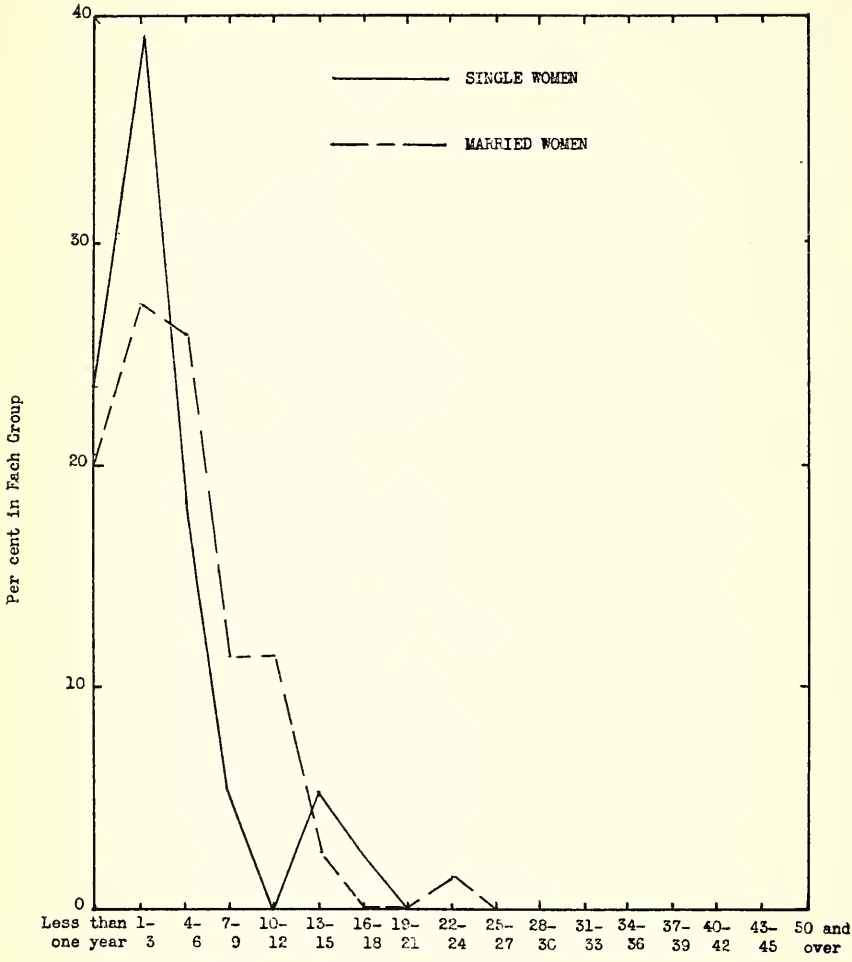


Chart VIII. Maximum Length of Working Period by Marital Status, Women Taking Short Courses in Teacher Training.

Table X shows the maximum length of time in any single position for women taking short courses in teacher training. Of this group, only 14 per cent held one job ten years or more as against 51 per cent of the Alabama business and professional women, who have held a job ten years or longer. The average length of the maximum working period of the women taking short courses in teacher training is 5.6 years; of those who have been married 5.8 years; of the single women 5.4 years. Chart VII shows graphically a comparison of the maximum working period of single and married women taking short courses in teacher training. This maximum period of service is no doubt affected by age of the group and by the fact that teaching as a profession has short terms and has considerable shifting from one job to another. This short maximum period may, however, be accounted for in part in terms of inefficiency.

Table XI, and Chart IX, present some interesting facts regarding the number of jobs that the Alabama business and professional women and the women taking short courses in teacher training have held. Of the business and professional women's group, four have had no job which lasted more than a year. Since three of these are in the younger age groups, they have probably just begun their occupational career. The other woman has held no job more than one year and is in the age group 41 to 50 years. Of the women taking short courses in teacher training, approximately 19 per cent, have had no job which lasted more than a year. Although the greater number are in the age range 21-30 years, they are distributed among all other groups, but one, 61 and older. This instability is to be partly accounted for by the fact that these women are teachers and school terms last usually nine months or less. It may be some indication of inefficiency causing instability.

A great number of jobs which lasted more than a year may also indicate instability. The percentage of both groups who have held more than three jobs which lasted more than one year is practically the same. Eighty-eight per cent of the Alabama business and professional women and 70 per cent of the women taking short courses in teacher training held from one to three jobs which lasted more than a year. Women in either group have shifted from one job to another comparatively little. Probably the number of these shifts has been lessened because of the depression. That the women taking short courses in

TABLE XI—NUMBER OF JOBS WHICH LASTED MORE THAN A YEAR

Number of jobs	Alabama Business and Professional Women								Women Taking Short Courses in Teacher Training							
	Age								Age							
	20 & under	21-30	31-40	41-50	51-60	61 & above	No.	Per cent	20 & under	21-30	31-40	41-50	51-60	61 & above	No.	Per cent
None	1	2		1			4	1.50	2	8	6	2	2		20	18.69
One	3	22	25	20	11	2	83	30.97	1	15	12	5	1		34	31.78
Two		12	35	30	8	4	89	33.21		8	12	6	2		28	26.17
Three		7	31	19	7	1	65	24.25		3	4	5	1		13	12.15
Four			4	6	4	1	15	5.59		1	2	3	2		8	7.48
Five			2	4	0		6	2.24			2			1	3	2.80
Six			1	3	1		5	1.86					1		1	.93
Seven				0	1		1	.38							0	0
Total answers	4	43	98	83	32	8	268	100.00	3	35	38	21	9	1	107	100.00
Reporting age but not work	2	8	11	13	9	1	44	14.11	0	13	10	6	5	1	35	24.65
Total cases	6	51	109	96	41	9	312		3	48	48	27	14	2	142	

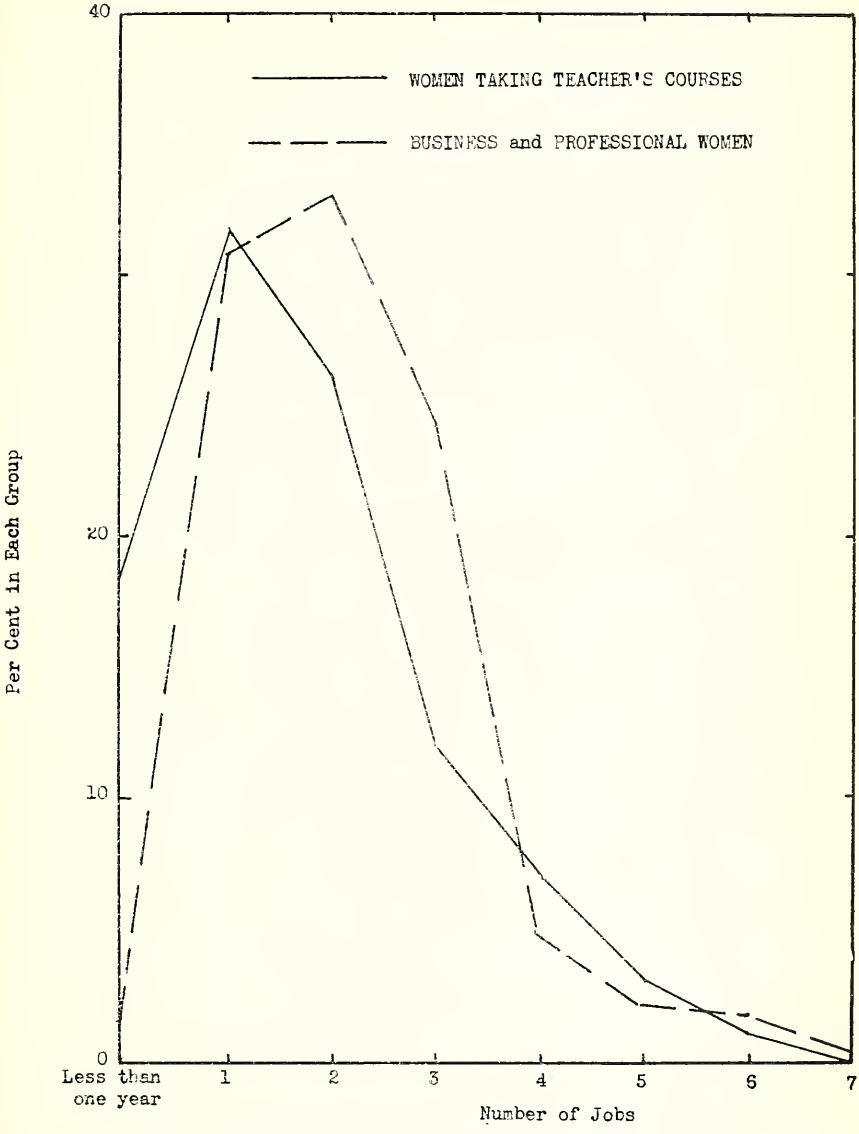


Chart IX. Number of Jobs Which Lasted More Than a Year.

teacher training have shown more tendency to shift from job to job may be ascribed in part to the profession in which they are engaged.

Rather remarkable is the fact that 183, or 57 per cent, of the business and professional women, although they may have changed positions, have remained in the same type of work in which they began. One hundred thirty-three, or 42.1 per cent, report they have changed one or more times from one occupational field to another.

Since 1929, because of an oversupply of workers, there is evidence of less shifting of workers from one job to another. The data presented in Table XII on reasons for leaving a position cover the entire working period. As recorded under reasons: reduction of force, merger of business, dissolutions of business, department discontinuing or consolidated, and employment limited to one member in a family, are factors definitely the result of unfavorable business conditions due to the depression. Twenty per cent of the women left jobs for these reasons. A small number of changes, two per cent, seem to be directly due to discrimination against women because of marriage or because of preference given to men because of sex. About 13 per cent left their jobs for marriage. Whether this leaving was voluntary or forced because of discrimination against married women is not stated. It probably was voluntary withdrawal, since the item "discriminated because of marriage" also is contained in the check list. Approximately 25 per cent of change in position is due to dissatisfaction with the job or dissatisfaction with their own efficiency on the job. Twenty-five per cent of the changes were caused by opportunity for promotion.

The reasons for leaving positions for women taking short courses in teacher training, in comparison to those given by the business and professional women reveal some interesting facts. Approximately the same percentage of the women taking short courses in teacher training as of the buiness and professional women give reasons which might be accredited to the depression. It is remarkable, too, that such a small percentage, four per cent, of the women taking short courses in teacher training, as against 13 per cent of the business and professional women, voluntarily withdrew to be married, although 63 per cent of the former group had married. The large number reporting leaving the position to retire may be explained by the fact that

TABLE XII—REASONS FOR LEAVING POSITION

Reasons	Women Taking Short Courses in Teacher Training		Alabama Business and Professional Women	
	Number	Per Cent	Number	Per Cent
Reduction of force	21	11.72	21	6.25
Merger	3	1.67	5	1.49
Dissolution of business	5	2.79	25	7.44
Department discontinued or consolidated	5	2.79	16	4.76
Employed only one member of family	0	0	1	.30
Job discontinued because of new invention	1	.56	2	.60
Lack of advancement	7	3.91	17	5.05
Position too heavy	0	0	1	.30
Need of more training	9	5.03	9	2.68
Change of management	7	3.91	8	2.38
Too small earnings	50	27.94	28	8.33
Change of admin. in political office	0	0	1	.30
Dissatisfied with work	2	1.12	15	4.46
Dissatisfied with conditions of work	15	8.38	16	4.76
Marriage	4	2.24	43	12.80
Dismissal because of marriage	3	1.67	4	1.19
Change of immediate superior	2	1.12	2	.60
Change of superior from woman to man	0	0	1	.30
Change of superior from man to woman	2	1.12	0	0
Change of policy concerning women	5	2.79	0	0
Accepted better opportunity	4	2.23	85	25.30
Retired	22	12.29	1	.30
Needed at home	4	2.24	14	4.16
Personal illness	4	2.24	11	3.27
Illness in family	4	2.24	10	2.98
Total	179	100.00	336	100.00

after they had retired, the depression wiped out the source of their income, and that they are at present in need of employment.

PART-TIME OR TEMPORARY WORK

During the years of 1929 to and including the year 1935 covered by this interview, many women secured one or more temporary or part-time jobs.

Table XIII shows through what agencies these women were aided in securing such work. Almost half of the jobs secured by the business and professional women's group were secured through the Federal Emergency Relief Ad-

TABLE XIII—SOURCES OF TEMPORARY OR PART-TIME WORK

Source	Agencies aiding Women taking short courses in Teacher Training		Agencies aiding Alabama Business and Professional Women	
	Number of jobs	Per cent	Number of jobs	Per cent
Friends	12	17.39	15	10.57
Paid Advertising	2	2.89	2	1.40
Clubs	2	2.89	1	.71
Business Connections	9	13.05	12	8.45
Church	6	8.69	3	2.11
Municipal Employment Service	2	2.89	3	2.11
State Employment Service	5	7.25	11	7.74
F. E. R. A.	9	13.05	69	48.60
Commercial Employment Service	3	4.35	4	2.81
College or University Employment Service	2	2.89	1	.71
Social Connections	9	13.05	7	4.92
Family Connections	7	10.16	13	9.16
M. C. R. A.	1	1.45	0	.00
Department of Welfare	0	.00	1	.71
Total	69	100.00	142	100.00

ministration. Although the data indicate that only 13 per cent of the jobs secured by women taking short courses in teacher training had been secured through this agency, these women were all at the time of the interview receiving training financed by government relief funds with the assurance of an emergency teaching position when they completed the course. With the exception of this federal source of part-time or temporary work, the business and professional women found the agencies listed below most helpful. They are listed in order of effectiveness based on the number of jobs secured: friends, family connections, and state employment service. The agencies which were most helpful to the teachers on relief in securing temporary or part-time work varied slightly from those which had been instrumental in helping the business and professional

women to secure such work. Listed in the order of effectiveness they were: friends, business connections, social connections, and family connections. It is to be noted that the business and professional women did not find social connections or the church as effective agencies toward securing part-time or temporary work as did the teachers on relief. Why these two agencies should serve the teachers better than the business and professional women is a matter of speculation. It may be that the business and professional women did not have as close connections with these agencies as did the teachers and, therefore, did not as often appeal to them for aid in securing work. Possibly, too, the need of the business and professional women may not have been as acute, so that they did not need to consider part-time or temporary jobs to which these agencies might direct them. Or again, these agencies may have been better able to direct to the type of work which calls for a teacher's training rather than to the training of the other professional and business women. A remarkable fact is that both groups, next to the Federal Emergency Relief Administration, found the most effective source or agency through which to secure such employment to be friends. This may have considerable significance with reference to the leisure time of working women. This may suggest that rather than to occupy leisure time in reading or art or any other type of leisure-time occupation, which is not definitely associated with other people, and therefore, is limited in the possibilities for making friends, women should engage in dramatics, sports, clubs, and other leisure time activities which lead to a larger acquaintance and presumably a wider circle of friends.

WORK RELATIONS

It is impossible to get an adequate idea of the work relations of even a small number of people with reference to the people with whom they are working; the type of such relationship and the co-ordination of people working in the various departments of any occupation. It is even more difficult to give any comprehensive description of the work relations of these 318 Alabama business and professional women in this respect.

It may give a vague picture of the highly specialized work of the group to list some items with reference to their work relations. Such a summary may be of value to

younger women in suggesting to them some of the demands which may be made upon them in a working situation, and also some of the conflicts which they meet and adjustments which they may need to make.

Of the 278 women reporting, 231 report that much of their work is done in close association with others, 47 report that much of their work is done alone. One hundred forty-four supervise others at work, 127 supervise workers who are younger than themselves, 57 are of the same age group as those they supervise, and 38 supervise people older than themselves. One hundred twenty-one supervise women at work, and 80 supervise men; 58 supervise men and women working together.

Two hundred business and professional women have a man as their immediate superior. In twenty cases, the man who is the superior is younger, in 142 cases he is older, and in 45 cases he is the same age as the person supervised. Fifty of these women have a woman as their immediate superior. In 16 of these cases the supervisor is younger, in 26 cases she is older, and in 12 cases she is of the same age as the person supervised.

Twelve of the women in this group report that the chief cause of the change of their position was due to the fact that their superior was a man, four report that the cause of their change of position was because their superior was a woman. No woman reports that her change of position was due to the fact her superior was younger. Five report such a change because their superior was older, and no one reports change of position because her superior was of the same age.

Forty-nine women of this group report that they have suffered in occupational status from openly expressed discrimination because of sex. The reasons given in such discriminations were as follows: thirteen because of the policy of the firm, six because of the policy of the department, four because of the policy of the employment department, fourteen because of a man superior, one because of the policy of a woman supervisor, nine because of community attitude toward women in business and professions, and two because of an educational policy.

In their work experience, five have been told that age was one reason for their dismissal. Three of the women in this group have been demoted because of their age. These

women did not state whether the dismissal or the demotion was due to the fact that they were too old or due to the fact that they were too young. Although they had not been dismissed because of their age, 13 of the group had at some time during their work period been told that they were too young for their work and five had been told that they were too old for their work.

In their employment experience, ten women report that they have been discriminated against because of marriage. These discriminations occurred in the following occupational fields: three in education; two in foods, housing and personal service; three in production and exchange; two in clerical work. In two additional cases, both in clerical work, it was the policy of the firm to discharge women at marriage, but an exception was made and they were permitted to continue work after marriage. Two others, one in educational work and one in clerical work, would have been discharged if they had married. One woman in the foods, housing and personal service group, considers marriage an asset in maintaining occupational status.

However inadequate this picture may be in regard to work relations of women, it does give some idea of the situations to which women in the occupational world need to adjust. Even in such a highly selected group as the Alabama business and professional women, there are those who have been opposed in reaching goals because of factors such as marriage and sex which do not ordinarily react against men in the same fields of work.

SUMMARY

The purpose of this study is to give facts regarding Alabama women in business and professional fields in order to create an understanding interest and to eliminate prejudice regarding women workers; to present some facts which might be helpful to women contemplating entering or changing occupational fields.

The study is limited to facts regarding age, marital status, health, education and training, objective personality traits, occupational fields, work tenure, part-time and temporary work, and work relations as they relate to women in business and the professions.

The data are derived from two sources; 318 members, or women eligible to membership in Alabama Business and Professional Women's Clubs, and 142 women taking short courses in teacher training at Alabama College during the summer and fall, 1935, financed by federal relief funds.

The age range of women in both groups is from, 20 and under, to 61 and above. The Alabama business and professional women are on the whole the older group, exceeding the women taking short courses in teacher training in age on the average of 7.2 years. As concerns these specific groups, the Alabama business and professional women being older and being employed, barring all other factors, age does not tend to eliminate a woman from the occupational field.

The fact that sixty-three per cent of the women taking short courses in teacher training are or have been married and unemployed may indicate discrimination against women because of marriage; however, the percentage of the Alabama business and professional women who are employed is 46.3 per cent, .2 per cent greater than the number of employed married women in the United States in 1930, is evidence to the contrary. These women probably have not been discriminated against because of marriage, but a factor in selecting the women taking short courses in teacher training for relief tended to give preference to the married woman.

Of the business and professional women, 88, or 27.6 per cent, report absence from work because of illness. This agrees remarkably well with that reported by Bryne in her study of 20,000 business and professional women who records 27.3 per cent of the group being absent because of

illness.[1] Out of a total of 5183 years worked by the 318 Alabama business and professional women, they lost approximately 31 years, or .5 per cent, of their total working period because of illness. Of these women, 262, or 84 per cent, are in good or excellent health at present, 42, or 15 per cent, in fair health, and 4 in poor health. During their period of employment they have consistently directed their efforts to maintaining and improving their health.

Of 103 women taking short courses in teacher training, 22 per cent report serious illness which kept them from work. They lost on an average, 37 days of their average working period of 8.72 years. Eighty-one per cent report that their present state of health is good or excellent, 15 per cent report fair health and three per cent report poor health.

The Alabama business and professional women represent on the whole a group with high educational attainments. Only six have less than a high school education. Twenty-two per cent completed high school, 75 per cent continued their education beyond high school, 31 per cent graduated from a four year college or normal course, twelve per cent did graduate work, five per cent received master's degrees, and three hold doctor's degrees.

The women taking short courses in teacher training generally have less formal education than the group of Alabama business and professional women. The greater difference between the two groups is in the number completing a four year college course, which raises the question of the importance of the completion of any education period as a standard for admittance, continuance, or progression in employment.

Various forms of recognition for excellency of scholastic attainment have been given to these women. Many of the Alabama business and professional women have pursued their training beyond their formal schooling by many types of special courses and foreign study.

The average Alabama business and professional woman would be about five feet, four and two-tenths inches tall and weigh approximately 135 pounds. She would tend toward brunette rather than blonde, she would probably wear glasses, wear conservative tailored or semi-tailored, but

1. Byrne, Harriet A., *The Age Factor As It Relates To Women In Business And The Professions,* Bulletin of the Women's Bureau, No. 117, Washington, 1934, p. 11.

not mannish, clothes, which would be neat and fairly modern. She is conscious of the importance of speech to success and generally is aware of the importance of improving her personality traits in an effort toward maintaining her employment status.

The average height of women taking short courses in teacher training is, five feet, four and .56 inches; their average weight is 133.4 pounds. They are taller and lighter in weight than the business and professional women. Twenty-two per cent, of the women taking short courses in teacher training are blonde, 30 per cent, are brunette, 46 per cent, are of medium coloring. Thirty-five per cent wear glasses regularly; 22 per cent wear glasses sometimes.

Fifty per cent definitely prefer tailored clothes. Seventy per cent changed their dress habits to improve their vocational opportunities.

The women taking short courses in teacher training are all in educational work. The Alabama business and professional women, however, are working in a great variety of occupational fields. The largest percentage of these women is in some form of clerical work, the next largest number is in education. Next in order according to the number in the group are production and exchange; and food, housing and personal service. Most of those classified under miscellaneous are in independent businesses. Although there is considerable range in the variety of occupations in which these women are engaged, there is some evidence of decreased opportunity because of overcrowding. In order to safeguard against unemployment and low salaries, women should train for and seek entrance into a larger variety of occupation fields.

Summarizing facts regarding occupational tenure of Alabama business and professional women: 250, or 77 per cent, have been working ten years of longer,. 55, or 18 per cent, have been at work 25 years or longer. Single women on the average have worked 2.9 years longer than the married women.

Comparing the maximum length of any one period in the same employment, 12 per cent have remained in the same employment 19 years or more, 60 per cent have stayed on the same job from 4 to 12 years. The average length of one working period for married women is 10.6 as against 11.7 years for single women.

Judging by the number of jobs held during the period of employment the Alabama business and professional women seem much more stable than the women taking short courses in teacher training. This fact is brought about in part because teaching terms usually are nine months or less.

Rather remarkable is the fact that 183, or 57 per cent, of the Alabama business and professional women although changing positions have remained in the same occupational field.

The three reasons given most often for leaving a job are; for the women who are taking short courses in teacher training: too small earnings, reasons directly accounted for by the economic crisis, and retirement. The Alabama business and professional women give the following reasons, in order of frequency, for leaving their jobs: to accept better positions, various reasons resulting from depression, and marriage.

Of the 278 Alabama business and professional women reporting on work relations, 231 report that much of their work is done in close association with others, 144 supervise others at work, 121 supervise women, and 80 supervise men. Two hundred have men as their immediate superiors, fifty have women as their superiors.

Twenty-six women report change of position which was due in part to work relationships. Thirty-seven report they suffered loss of occupational status because of sex. Eight reported that age was given as one reason for demotion or dismissal, but did not state whether they were too old or too young. Thirteen were told during the work period they were too young, five were told they were too old for their work. Ten women report that they had been discriminated against because of marriage. These facts are significant in accounting for loss of occupational status but caution must be given to guard against the failure to consider that other factors also were involved.

During the years 1929 to and including the year 1935 covered by this interview, both the business and professional women and the women taking short courses in teacher training secured temporary or part-time work. The best aids toward securing such work were, Federal Emergency Relief Administration, state employment service, friends, family connections, social connections, business connections, and church connections.

APPENDIX A

METHODS, TECHNIQUES, AND CLASSIFICATIONS

By

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The material for the present study was gathered by means of a Standard Vocational Interview. It was prepared by the Director of Research on the Employability of Women of the National Federation of Business and Professional Women's Clubs.[1] The purpose of the study was stated on the introductory page of the Schedule: "To build a picture of the vocational experience of the trained woman interviewed; to serve the purpose of the study by relating the factor of age and other associated factors, to employment and re-employment. The final aim is that of help to a better vocational adjustment for both employed and unemployed women of every age and occupation."

While the history of the development of standard interviews from earlier questionnaire forms later blended with conversations guided by a schedule, is not of importance to the reader more interested in conclusions than in methods, there are special reasons for the inclusion in the present study of comments on their uses. The purpose of the form was to set up a model, to be adapted to conditions among trained women throughout the United States. With encouragement from government agencies active in planning and research the schedule was prepared for use in states seeking for suitable projects for women of the "white collar" group who were unemployed.

In November 1934, following official directions issued by Mr. Harry L. Hopkins, Federal Emergency Relief Admin-

1. The schedule is under copyright, and is printed in full in "Occupational Discriminations against Women. An Inquiry into the Economic Security of American Business and Professional Women," by Iva Lowther Peters, Ph.D. The Bulletin is one of a series of Studies on the Employability of Women conducted by or for the National Federation of Business and Professional Women's Clubs, Inc.

istrator, the schedule and associated work project were formally reported by the President of the Federation[1] to Mr. Hopkins, and later on recommendation of Mr. Hopkins to Mrs. Ellen S. Woodward, Director of Women's Work, FERA. Interest in the project was repeatedly expressed by these and other administrators, but such endorsements never reached the stage of action. Under pressure of responsibility as representatives of the largest body of employed business and professional women in the United States, the advisory committee of the Federation finally recommended a special study of limited duration in selected areas. Under these circumstances the schedule was left to research workers of the Federation and to state sponsors.[2]

Questionnaire-interview procedures in collecting primary data are now used in many fields of inquiry. The guided interview as a method may be traced to social case work, with valuable contributions of recent years from workers in public health, child guidance clinics, personnel and guidance workers, and increasingly from workers gathering information for government agencies. Checking, corroboration, illustration and extension of factual material, all are possible through the interview reaching beyond the more rigid limits of the questionnaire.

The interview form used in the present study is a guide by means of which the individual, a trained woman, presents material from her work history which bears on the employability factors under scrutiny. Under the stimulus of a guided friendly conversation she is permitted to exercise more initiative in building a picture of her life as a worker than can ever be possible in replies to a mailed request for information of a similar nature.

While of recent years public interest in occupational material gathered by the methods under discussion has produced some popular books, data gathered by questionnaires and formal interviews are more usually presented in monographs. The financing of these studies is usually left to interested women's organizations, though often assisted by donors and by the foundations with some special interest in the education and work of women.

1. Mrs. Geline MacDonald Bowman of Richmond, Virginia, Honorary President of the National Federation.
2. Up to the present writing the form has never been used by investigators taken from relief rolls.

Up to a very recent time the social sciences have taken little account of the occupational progress of women. The reviewer of one of the more recent books[1] on effects of the depression on this working group makes this comment: "It is an increasingly important group in the population of this country to which heretofore only the slightest attention has been paid by economists, statisticians and sociologists, and therefore these surveys offer valuable information upon a subject on which there is little accurate knowledge."[2]

The first important findings with reference to occupations for trained women were prepared for the Association of Collegiate Alumnae in 1918 by Miss Mary Van Kleeck, the Director of Industrial Studies of the Russell Sage Foundation, and published as a "Census of College Women." This factual and undramatic form of presentation was adopted by the occupational bureaus, and is characteristic of the bulletins issued by the Women's Bureau of the United States Department of Labor.

Among the studies of women's economic activities and financial rewards, that prepared by the Bureau of Business Research of the University of Michigan between 1926 and 1930 must rank high.[3] Like its predecessors, the bulletin was in monograph form, but with extended techniques and with much careful and original work in the field of classifications. It was made possible by cooperation between the University and The National Federation of Business and Professional Women's Clubs at a time (1926) when there were 1,018 clubs in 47 states. At the previous biennial convention, the Federation had voted to supply the material for a study of the occupational achievements of its members. It was agreed that questionnaires should be distributed through the clubs to the entire membership, then more than 46,000. The Bureau of Business Research of the University prepared the questionnaire, and analyzed and published the data.[4]

1. "Women Workers through the Depression. A Study of White Collar Employment made by the American Woman's Association." Lorine Pruette, Ed. Director of Research, Iva Lowther Peters.
2. The New York Times Book Review. January 13, 1935.
3. Michigan Business Studies, Vol. III, "Earnings of Women in Business and the Professions," etc.
4. The bulletin, "Earnings of Women in Business and the Professions," by Margaret Elliott, Associate Professor of Personnel Management, and Grace E. Manson, Research Associate, was published in 1930.

There were mailed to the Federation membership during the progress of the Michigan study 46,760 questionnaires. Of this number, 14,073 were returned containing usable information.

As women on the occupational levels covered by the questionnaire were at the time in demand and in need of information as to the range and extent of opportunity, there was a minimum of motive for the exaggeration or falsification of returns, such as is sometimes present in the gathering and preparation of business statistics. But further to encourage accuracy of statement a procedure was followed which has become well established in later studies; all means of identification were omitted. Schedules were handled by statistical workers who had no wide acquaintance with the members. So many assurances of anonymity were given that it would seem that carelessness or memory failure were the main dangers. Workers can usually trace and eliminate these faults by locating inconsistencies of statement.

In this earliest ambitious study in which the Federation was a cooperating agency, members were reached through the officers of local clubs. The information was made available to club members either at a special meeting at which the questionnaires were distributed and discussed, or by individual consultation with the officers in charge of the survey. In this way possibility of error in interpretation was further diminished. The directors of the study concluded: "It therefore seems safe to say, in view of these various checks and corrections for inaccuracies, that error in the original data is at a minimum for material assembled through the use of questionnaires."[1]

In 1931, the year following the first publication from the material gathered at the University of Michigan, a second study of Federation members was inaugurated with a modified technique under the leadership of Dr. Lillian Moller Gilbreth, then national research chairman. A briefer questionnaire was used, supplemented by a more intensive interview of a small and selected group. The questionnaire and interview form were prepared by Dr. Anne Hendry Morrison, Fellow in the Carola Woerrishoffer Graduate De-

1. A complete account of the methods used was included in the first of the published studies: "Earnings of Women in Business and the Professions." Michigan Business Studies, Vol. III, No. 1. September, 1930. Appendix V, pp. 203-215.

partment of Social Economy and Social Research at Bryn Mawr College. There were 306 women of the membership who were interviewed. As they represented the same communities from which came the replies to the questionnaires, Dr. Morrison considered the information gathered by the two methods "strictly comparable."[1]

The response of the club membership to the 1931 questionnaire is notable. There were on July 1, 1931, excluding Alaska and Hawaii, 58,720 members. From them came 20,168 returns. These were tabulated and published by the Women's Bureau, United States Department of Labor.[2]

In the same year studies of a similar nature but of a more selected group of women in a metropolitan environment were undertaken by the American Woman's Association, whose club headquarters are in New York City. Of questionnaires issued to 4,800 women, 1,937 were used as the basis of a study of the employment status of these well placed women, together with facts concerning their earnings and occupational distribution.

In gathering material for her study of "Women and Their Careers," Dr. Morrison based the selection of her 306 women for interviews on two premises; First, that of actual employment at the time of the interview in some business or profession; second, maturity of age. Although the comparative percentages of returns from the two questionnaires on unemployment among business and professional women for New York and the country at large were a contribution to the knowledge of depression effects, the interview technique was used for other purposes; particularly for developing a better method of dealing with groups unaccustomed to the pressure of investigative agencies. Some of the elements present in personnel work were needed to arouse spontaneous response. In the first of the studies, that conducted by the Michigan group, these were injected by sending the questionnaire to the officers of local clubs.

1. "Women and Their Careers." By Anne Hendry Morrison, Ph.D., Sometime Fellow, Bryn Mawr College. 1934. p. 14.

2. "The Age Factor as it relates to Women in Business and the Professions." Bulletin No. 117, Women's Bureau, United States Department of Labor, p. 3: "Not only were the merely factual data regarding age, marital status, education, earnings, and work experience analyzed but the attitudes of the women toward their work, their financial and old age security, and other important phases of their working lives."

Dr. Morrison and her co-workers were introduced to the 306 women whom they interviewed through the mediation of Dr. Lillian Moller Gilbreth, then chairman of the Federation's research committee, and Miss Frances Cummings, the educational secretary. Here again, officials of local clubs gave their services. All persons engaged in investigational work in strange communities will value adequately such introductions.

The carefully prepared interview guide used for the study of "Women and Their Careers" covered such topics as family background, date and place of birth, general and educational preparation for the occupation, and a detailed history or analysis of the work done. Neither of the studies undertaken at Bryn Mawr had the express purpose of studying the effects of the depression on women in business and the professions. Their purpose was avowedly to clarify our knowledge of the relation of the factor of age to the success or failure of these women. Further to emphasize this special interest and in spite of the inclusion of discussion of other factors, the study published by the Women's Bureau received the title, "Age Factor as it Relates to Women in Business and the Professions."

Findings from these studies of the Age Factor have a bearing on the present study, both in form and content. They are of great importance to all workers on the many problems posed for us in America by our tardy interests in old age pensions, and in related problems of unemployment insurance. All of these recent studies of business and professional women indicate that the age at which maximum earnings are reached is higher than that of women in manufacturing pursuits; that the trends for trained women do not follow trends in industry as indicated by repeated findings of the Women's Bureau. The Michigan study of material gathered in 1926 gave the highest median earnings to women of 45 and under 50. In the 1931 study of the American Woman's Association the highest median was for women, 51 to 55. In the Women's Bureau bulletin, "The Age Factor as it Relates to Women in Business and the Professions," prepared from the 20,168 returns from the Federation membership to the questionnaire of 1931, the highest median earnings were reported by women of 50 and under 60. From the same study it was found that the highest third quartile earnings were for women of 60 years and over, that group having the largest proportion of strictly professional women. It should be

added that in this age group was a correspondingly smaller number of clerical workers, for whom many studies report age discrimination.

All recent studies open the question as to whether age in itself is an occupational handicap. At the same time they leave a suspicion that there may be a factor, or factors, so closely related to age, that women themselves as well as those interested in their vocational problems are confused. In the absence of factual evidence and in the midst of unemployment, excursions into allied fields seemed justified, with the hope that they might throw light also on the class known as "Unemployables."

Spurred on by urgent requests for a program from state officials, clubs, and individuals endangered by the continuance of depression conditions, advisers to the current research program of the Federation approved in 1934 further investigation of the more obscure employability factors affecting trained and experienced women. As their identification involved the intelligent cooperation of the individual from whom information was sought, and as she herself might never have isolated the factor under study, the technique indicated was that of the interview. All of the cooperation of previous studies, and more, would be needed for the success of the undertaking.

In order to provide necessary informational background for a study of factors which retard the occupational progress of women, many of which are loosely grouped under the blanket term, "discriminations," an educational bulletin was issued by the Publications Department of the Federation: "Occupational Discriminations against Women. An Inquiry into the Economic Security of American Business and Professional Women." In the bulletin for further clarity was printed the interview guide to be used in the current study.

Fortunately for the study, a problem existent long before the depression had been attacked in the months just preceding the new project. Difficulties in the classification of occupations filled by trained women have been great. Students in the field know that even at the best the term "occupation" is so indefinite in meaning under modern conditions that review at short intervals is a necessity. In a period in which commerce and manufacturing have survived only by continuous adaptation, it was evident that

classification of the work of these women with the aid of codes even as recent as 1926, year of the last classification under Federation auspices, presented dangers.

In the years 1933 and 1934 the American Woman's Association made an occupational classification based on a study of the work histories of its membership, and financed through the National Occupational Conference by the Carnegie Corporation. For its previous study the Association had used the classification of 1926, made for the Federation study then undertaken by the University of Michigan. As it is necessary to prevent too great divergence in meeting these problems if results are to remain comparable and comparisons of these groups are significant of trends, some comments on both methods and social philosophy may be pertinent.

In the absence of a synonym for "occupation" in common use it must cover at least three sets of facts and often more: the technological facts involving job analysis; the economic facts, connected with earnings; and the social facts, those having to do with position or prestige. Sociologists rank the importance of the last very high, as do journalists. All of these facts are influences in vocational choices. As they sometimes run counter to intelligence and capacity, they create problems for educators in a country in which freedom of choice is an ideal. A weeding out of vocational misfits becomes inevitable in depression periods and uncovers one of the little studied "unemployability factors."

Comparisons with Census classifications are so important an objective that their rigidities are often accepted in order to avoid the danger of losing one's way on an uncharted road. There are times, however, when it becomes necessary to break down official headings to a functional basis. Illustrative material from the work histories of women in the fields of professional service and clerical occupations, from women who are executives and managers, and from others who have originated businesses, suggests changes in classification which would be to their practical advantage. There is a growing tendency among statisticians in all industrial countries to emphasize the specific occupation, as well as the field or group. These secondary classifications have many uses. Among others,

they show the effects on workers of technological changes and inventions, and their incidence within a given field.[1]

In the Michigan study begun in 1926, and in the 1931 study of the American Woman's Association, except for some slight changes in terminology the fields of employment followed the Census; but the subclassification of occupations was based on information taken from the questionnaire returns as to the work performed. This was a move away from the "vertical classification," which segregates workers of similar training in diverse occupational fields; a move toward the "horizontal classifications" familiar alike to trades-unions and the learned professions.[2]

All of the questionnaires cited gave a leading position to the request that the individual reporting list her occupation. In the second questionnaire issued by the American Woman's Association, that of 1933, there was added for corrective and supplemental purposes, the question: "What do you do?" Still further checking and analysis were added through the work history interview with 538 members. With these aids a new classification was made.[3] The present study is based, with such modifications as have proven necessary in changing environments, on these depression studies, of 1933 and 1934.

In this chapter we have reviewed the methodological background of the present studies of the employability of women. The interview schedule in use for both the national and state studies took form while its creators held in mind these questions:

Are certain fields of employment becoming less accessible to women?

1. The study by the Women's Bureau of "Women who Work in Offices" throws light on the changes in activity which have resulted from the installation of office machines. Bulletin 132, 1935.

2. Members of the Federation are accustomed to record both their occupations and the fields in which they are employed, since the membership lists required by the National Office from each local club provide two columns for these two aspects of the vocational classification of each member.

3. The classification is given in "Supplementary Tables to Women Workers through the Depression," in the table "Employed Persons classified by Occupation according to Employment Status," pp. 5, 6, 7, and 8. The Supplement may be obtained from the American Woman's Association. The research was done by the writer. The tables are the work of Florence DuBois.

Should our data concerning education and training be revised?

Do the factors of *sex* and *age* narrow opportunity?

If age is a deterrent common to both men and women, are there associated factors which affect women more than men?

Are there work relations affecting both men and women, which offer answers to some of our problems?

APPENDIX B

National Federation of Business and
Professional Women's Clubs, Inc.
1819 Broadway, New York, N. Y.

A STANDARD VOCATIONAL INTERVIEW

The women interviewed are business and professional women, members of the National Federation of Business and Professional Women's Clubs, Inc., with National Headquarters at 1819 Broadway, New York, N. Y. It is desired that both employed and unemployed women be reached, as the purpose of the study is to improve conditions for all women, in education, training, and opportunities for employment.

Purpose of the Interview

This schedule undertakes to build a picture of the vocational experience of the trained woman interviewed; to serve the purpose of the study by relating the factor of age and other associated factors, to employment and re-employment. The final aim is that of help to a better vocational adjustment for both employed and unemployed women of every age and occupation.

It is hoped that this interview will be a shared experience from which both women will benefit. In order to accomplish the special purpose of the study, to relate age and other factors which affect employment, the entire work history is to be covered, whether it be one year, or twenty-five years. Some of the material is of necessity personal, but it will be treated impersonally and the schedules will be destroyed after the tabulations are completed.

December, 1934.

A WORK HISTORY INTERVIEW
for
BUSINESS AND PROFESSIONAL WOMEN

Date.....
Interviewer
Interviewee
Place

Occupation of Interviewer.....

Occupation of Interviewee.....

Age—Group of person interviewed (Interviewee)
(Please check to right)
20 and under.....21-30.....31-40.....41-50.....51-60.....61 and above.....

Marital Status
(Please check to right)
a. Single.....b. Married.....c. Widowed.....d. Divorced.....
e. Separated.....

Education (formal)
Directions: Please draw circle around the year in school or college completed. Specify degree or degrees. Indicate year of graduation. (e. g. eighth year of elementary school.)

Elementary School 1—2—3—4—5—6—7—8—9
Graduated in.....year.

High School or Preparatory School 1—2—3—4—5—6
Graduated in.....year.

Finishing School 1—2—3—4
Graduated in.....year.

Convent 1—2—3—4
Graduated in.....year.

College or University 1—2—3—4
Graduated in.....year.

Course (e. g. Liberal Arts, Pre-medical, etc.)

Graduate School 1—2—3—4 Advance degree(s)

Normal School 1—2—3—4 Degree.....Certificate.....

Other Technical or Vocational Schools (treat as above)

Foreign Study.....years. Subject(s)

College Major(s)

Graduate Field of Major Interest.....

Honors or prizes, Fellowships.....

Supplementary Educational Information

Since 1929, have you taken vocational courses to add to your technical equipment?
(Please check to right)
Yes..... No.....

If so, please check
Commercial.....University Extension.....College or University (undergraduate).....
College or University (graduate).....Technical School.....
Tutoring.....Independent.....

Since 1929, have you taken courses for personal and cultural development? State where, as above.
Yes..... No.....

Physical Appearance
(Please check to right)

Approximate height.....
Weight.....
Have you ever practiced reducing? Yes.....No.....
For health reasons? Yes.....No.....
For vocational reasons? Yes.....No.....
Has your weight ever been mentioned as a vocational handicap? Yes.....No.....

Complexion? Blonde.....Brunette.....Medium.....Other.....
Do you wear glasses? Yes.....No.....Sometimes.....
Do you use other helpful or corrective mechanisms, such as: Cane, brace, ear device? Yes.....No.....Specify.....
Has any of these corrective devices been a vocational handicap? Yes.....No.....
In choosing your occupation, did you choose with the purpose of reducing physical handicaps? Yes.....No.....
What type of dress do you prefer? (e. g. tailored)

Have you ever changed your dress habits to improve your vocational opportunities? Yes.....No.....
Did you ever modernize your dress and general appearance

at the suggestion of your employer or an employment specialist? Yes.....No.....
If you did, just what did you do?

Did the change win you a position or promotion? Yes....No....

Did the above change aid in re-employment? Yes.....No.....

Have you ever deliberately changed your speech habits for vocational reasons? Yes.....No.....

Have you taken physical culture work for vocational reasons? Yes.....No.....

Have you corrected your posture for vocational reasons? Yes.....No.....

For the help of others, please add to the above suggestions as to improvement in personal appearance for vocational reasons:

General Health History (This is not a medical history)

Have you had serious illnesses since you started your business or professional life? Yes.....No.....

In which age-groups did these illnesses occur?

Give approximate time lost in first illness.....Second..... Other(s).....

After illness(es), did you return to the same job? Yes....No....

After illness(es), did you seek further training before re-employment? Yes.....No.....

Has your success in your work been delayed or retarded because of your health? Yes.....No.....

Is your answer to the previous question your own opinion? Yes.....No.....

Did your employer ever say so? Yes.....No.....

In your opinion, what is the present state of your health? (Check to right) Excellent.....Good.....Fair.....Poor.....

Do you have regular physical examinations? Yes.....No..... .

Do you visit your oculist regularly? Yes.....No.....

Do you visit your dentist regularly? Yes.....No.....

Have you during your work life corrected any of the following common difficulties. (Check to right)
Periodic headaches..... Food idiosyncrasies..... Eyesight..... Deafness..... Sleeplessness..... Habitual worry..... Habitual hurry..... Habitual (unnecessary) overtime..... Hay fever..... Day-dreaming while at work Common colds..... Dullness from lack of air and exercise..... Bad posture..... Others.....

Occupational History

If now unemployed, how many years or months since you held a permanent position? years months (cross out unused words)

During unemployment, have you held temporary jobs? Yes.....No.....

During unemployment, have you held part-time jobs? Yes.....No.....

How many jobs have you held since the beginning of unemployment?.....

Please give total months of unemployment.....

Underline your sources of temporary or part-time work. Friends. Paid advertising. Clubs. Business connections. Church. Municipal employment service. State employment service. FERA. Commercial employment service. College or University employment service. Social connections. Family connections.

Since 1929, has re-employment, temporary employment, or part time work been the result of further vocational education or training? Yes.....No.....

How long have you been at work? years.....months (cross out unused words)

In what kind of business or profession were you first employed? (not name of firm).....

In what kind of business or profession are you now engaged? (If now unemployed, name latest kind).....

In what occupational class are you? (e. g. clerical work in a bank)

How many jobs have you had which lasted more than one year?.....

What was your maximum length of employment?.....

If you have changed your occupation within the last ten years, please list in chronological order: (1)..... (2)..... (3).....

If you have received promotion within the last ten years, please name your first classification, and your last: (e. g. (1) bookkeeper, (last) executive department).....

Below are listed reasons for leaving positions most often given. Will you please check those reasons for which you have left positions. If the same cause has existed more than once, put number to right of cause.

a. Reductions of force b. Merger c. Dissolution of business d. Department discontinued or consolidated with another e. Change of management f. Job discontinued because of new

invention or introduction of radically changed methods g. lack of advancement h. Need of more training i. Too small earnings j. Marriage k. Dismissal because of marriage l. Change of immediate superior m. Change of superior from woman to man n. Change of superior from man to woman o. Change of employment policy concerning women p. Dissatisfied with work q. Dissatisfied with conditions of work r. Accepted better opportunity s. Retired t. Needed at home u. Personal illness v. Illness in family.

Work Relations

Is much of your work done alone? Yes.....No.....

Is much of your work done in close association with others? Yes.....No.....

If you work with others, with how many are you in close relations? (Approximate).....

Do you supervise the work of others? Yes.....No.....

If you supervise, are the workers under you younger? Yes.....No..... Same age-groups? Yes.....No..... Older? Yes.....No.....

Do you supervise women? Yes.....No.....

Do you supervise men? Yes.....No.....

Do you supervise groups of men and women working together? Yes.....No.....

Is your immediate superior a man? Yes.....No.....a woman? Yes.....No.....

If your superior is a man, check to right the age-group to which he belongs: Younger.....Older.....Same.....

If your superior is a woman, check to right the age-group to which she belongs: Younger.....Older.....Same.....

Approximately how long have you supervised men?..... Women?.....

Approximately how long has your own superior been a man? a woman?.....

In your work experience, has the chief cause of a change in position been because your superior was a man?..... a woman?.....

Have you ever associated a change of position with the fact that your superior was younger? Yes.....No..... Older? Yes.....No.....Same age? Yes.....No.....

Have you ever suffered from openly expressed discrimination because of sex? Yes.....No.....

If discrimination was openly expressed, please check to right the following sources: policy of firm.....policy of department.....policy of employment department.....

policy of man supervisor.....policy of woman supervisor community sentiment for your profession or business (e. g. prejudice in some communities against women lawyers).....educational policy.....

In your work experience, was your age at any time mentioned as a factor in discharge? Yes.....No.....

Were you ever demoted for the stated cause of age? Yes..... No.....

Were you ever told you were too young for your work? Yes.....No.....By whom?.....

Were you ever told you were too old for your work? Yes.....No..... By whom?

In your experience, have you been discriminated against because of marriage? Yes.....No.....

If you have been discriminated against because of marriage, what was the occupation?

Was dismissal at marriage the habit of the firm? Yes....No....

Was dismissal at marriage a reversal of an earlier habit, and caused by the depression? Yes.....No.....